



# PARKES SHIRE COUNCIL

Our Mission: To Deliver Progress and Value to our Community

*Our Communities Vision:*

*In 2022 the Parkes Shire will be a progressive regional centre,  
embracing a national logistics hub with vibrant communities,  
diverse opportunities, learning and healthy lifestyles.*

## MINUTES

TUESDAY 21 APRIL 2015

Minutes of the Ordinary Meeting of Parkes Shire Council held at the Council Administration Centre, 2 Cecile Street, Parkes, commencing at 2.00 pm for the purpose of considering the items included on the Agenda.

**GENERAL MANAGER:** Kent Boyd

## Ordinary Council Meeting Minutes

**Minutes of the Ordinary Meeting held in the Council Chambers, 2 Cecile Street on Tuesday 21 April 2015 at 2.00pm.**

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### PRESENT

Councillor K J Keith OAM, (in the Chair)  
Councillor M J Greenwood OAM  
Councillor B J McCorkell  
Councillor B F Newton

Councillor A J Ward  
Councillor R C Haddin  
Councillor K M McGrath  
Councillor G W Pratt

### IN ATTENDANCE

General Manager - K Boyd  
Director Technology and Corporate Services - L Finn  
Director Planning and Environment - S Campbell  
Director Engineering Services - B Howard  
Director Infrastructure - A Francis  
Manager Governance and Corporate Strategy - B Byrnes  
Chief Financial Officer - O Jensen  
Culture, Education and Library Services Manager – S Buckle  
Acting Tourism Manager – B Link  
Minutes Secretary - E Spedding

### MEETING COMMENCEMENT

The Meeting commenced at 2.00pm.

#### 1 PRAYER

The Mayor asked the General Manager to open proceedings with a prayer.

#### 2 APOLOGIES

#### 15 - 140 Resolution

That Councillor Pat Smith be granted leave of absence (REASON: Absent from Parkes).

That Councillor Louise O'Leary be granted leave of absence (REASON: Absent from Parkes).

Moved Councillor George Pratt, seconded Councillor Ken McGrath.

**CARRIED**

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General Manager

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Mayor

### **3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

#### **15 - 141 Resolution**

That the Minutes of the Ordinary Meeting of Parkes Shire Council held on Tuesday 07 April 2015 copies of which have been forwarded to Councillors, be confirmed.

Moved Councillor Ken McGrath, seconded Councillor Barbara Newton.

**CARRIED**

### **4 DECLARATIONS OF INTEREST**

Nil.

### **5 NOTICES OF MOTION/RESCISSION**

Nil.

### **6 LATE BUSINESS**

In accordance with Council's Code of Meeting Practice 3.7(c) a decision is now required to determine which, if any Late item/s submitted to the meeting will be dealt with at the meeting or deferred for further consideration at a future Ordinary Meeting of Parkes Shire Council.

#### **15 - 142 Resolution**

That Late Item/s 7.3 be considered at this Council meeting.

Moved Councillor Alan Ward, seconded Councillor Ken McGrath.

**CARRIED**

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General Manager

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Mayor

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## **7 MAYORAL MINUTES**

### **7.1 Mayoral Minute - Functions Attended by Mayor and Councillors**

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#### **Executive Summary**

A report on the upcoming functions requiring the attendance of the Mayor, Councillors or Senior Staff in relation to community events or civic matters.

#### **Recommendation**

1. That the report of upcoming functions for the Mayor, Councillors or Senior Staff be received and noted.

#### **15 - 143 Resolution**

1. That the information be received and noted.

Moved Councillor Bob Haddin, seconded Councillor George Pratt.

**CARRIED**

### **7.2 Mayoral Minute - Coming Known Events for Mayor and Councillors**

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#### **Executive Summary**

A report on functions recently attended by the Mayor, Councillors or Senior Staff in relation to community events or civic matters.

#### **Recommendation**

1. That the report of upcoming functions for the Mayor, Councillors or Senior Staff be received and noted.

#### **15 - 144 Resolution**

1. That the report of upcoming functions for the Mayor, Councillors or Senior Staff be received and noted.
2. That staff be congratulated on the quality and content of the 2015 Anzac Day Commemorative Brochure.

Moved Councillor Bob Haddin, seconded Councillor Barbara Newton.

**CARRIED**

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General Manager

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Mayor

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### 7.3 Mayoral Minute - Bushman's Hill Indigenous Precinct wins National Awards

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#### Executive Summary

The Minister for Infrastructure and Regional Development The Hon. Warren Truss announced the winners of the 2015 National Awards for Local Government.

The Parkes Shire's Bushman's Hill Indigenous Precinct has been announced the Winner in the Promoting Indigenous Recognition Category sponsored by the Department of Prime minister and Cabinet.

#### Recommendation

1. That the information be received and noted.

#### 15 - 145 Resolution

1. That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor George Pratt.

**CARRIED**

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General Manager

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Mayor

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**8 COUNCILLORS' REPORTS**

Nil.

**9 INWARDS CORRESPONDENCE**

Nil.

**10 GENERAL MANAGER'S REPORT**

Nil.

**11 DIRECTOR TECHNOLOGY AND CORPORATE SERVICES  
REPORT**

**11.1 (DTCS) Financial Information as at 31 March 2015**

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**Executive Summary**

A regular report is provided to Council in relation to a number of financial indicators, including investments, total monthly repayments, receipting and collection of rate revenue.

**Recommendation**

1. That the report detailing accounts paid, rate revenue collected, receipts received and the bank reconciliation to 31 March 2015 be received and noted.

**15 - 146 Resolution**

1. That the information be received and noted.

Moved Councillor Barbara Newton, seconded Councillor Bob Haddin.

**CARRIED**

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General Manager

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Mayor

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## 11.2 (DTCS) Investments as at 31 March 2015

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### Executive Summary

The carrying value of Council's investments at 31 March 2015 was \$ 59,844,520.

### Recommendation

1. That the information in relation to investments held at 31 March 2015 be received and noted.

### 15 - 147 Resolution

1. That the information be received and noted.

Moved Councillor George Pratt, seconded Councillor Belinda McCorkell.

**CARRIED**

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## 11.3 (DTCS) Parkes Sports Council Budget 2015/16

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### Executive Summary

The April 2015 meeting of Parkes Sports Council endorsed the Draft Parkes Sports Council Budget for 2015/16 to be discussed with the respective sporting associations. The Parkes Sport Council has generally set a 2.4 per cent increase in ground usage fees for the 2015/16 year. The Sports Council will continue to administer the charging of electricity usage levies through the SMS based lighting control system.

### Recommendation

1. That the information in relation to the Parkes Sports Council budget 2015/16 be received and noted.
2. That the levies to Sporting Associations and other organisations for the Parkes Sports Council budget 2015/16 be endorsed.

### 15 - 148 Resolution

1. That the recommendations be adopted.

Moved Councillor Michael Greenwood, seconded Councillor Ken McGrath.

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General Manager

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Mayor

**CARRIED**

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General Manager



Mayor

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## 11.4 (DTCS) Tourism and Event Update April 2015

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### Executive Summary

A brief update of general Shire tourism and event activities.

### Recommendation

1. That the Tourism and Event Update be received and noted.

### 15 - 149 Resolution

1. That the information be received and noted.

Moved Councillor George Pratt, seconded Councillor Barbara Newton.

**CARRIED**

At this time being 2:57pm the Mayor adjourned the meeting and welcomed all present in the Gallery.

Miss Tracey Callinan, Executive Officer Arts OutWest, gave a presentation on the Memorandum of Understanding between Parkes Shire Council and Arts OutWest effective 1 July 2015 to 30 June 2018.

Director Engineering Ben Howard invited Road Safety & Injury Prevention Officer Melanie Suitor to present Council with the Local Government Excellence in Road Safety award which was received at the 2014 Engineering Excellence Awards, for the Free Cuppa Program.

The Mayor then invited all present to afternoon tea.

The meeting resumed at 3:53pm.

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General Manager

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Mayor

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## 11.5 (DTCS) Library Service Statistics and Monthly Update

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### Executive Summary

Library usage statistics for the month of March 2015 and recent activities are provided for the information of Council.

### Recommendation

1. That the information be noted.
2. That the review of library services be rescheduled to July 2015.

### 15 - 150 1. Resolution

That the recommendations be adopted.

Moved Councillor Ken McGrath, seconded Councillor Alan Ward.

**CARRIED**

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General Manager

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Mayor

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## **12            DIRECTOR PLANNING AND ENVIRONMENT'S REPORT**

### **12.1    (DPE) Ranger Activities Quarterly Report March 2015**

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#### **Executive Summary**

A summary of Ranger activities for the quarter ending March 2015 is provided for Council's information.

#### **Recommendation**

1.    That the information be noted.

#### **15 - 151       Resolution**

1.    That the information be received and noted.

Moved Councillor George Pratt, seconded Councillor Bob Haddin.

**CARRIED**

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General Manager

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Mayor

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## 12.2 (DPE) DA15034: Proposed Shed at 16-18 Nash Street, Parkes

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### Development Application Information

**Application No:** DA15034

**Applicant:** Mr S Downes

**Property:** Lot 2 DP 207818, 16-18 Nash Street, Parkes

**Proposal:** Shed

### Executive Summary

An application has been received for the erection of a shed at the above property on Nash Street, Parkes.

It is proposed to locate a Shed, dimensions 9 metres x 18 metres x 3.6 metres high (at the eave), to the northern side of the property with a setback of 5.5 metres to the side boundary of the property. The 5.5 metre setback is not consistent with the 10 metre building setback stipulated in Council's Development Control Plan 2013. There are considered to be justifiable grounds for the departures from the setback requirements and the application is referred to Council for determination.

### Recommendation

1. It is recommended that the application be approved subject to the conditions contained in the report.

### 15 - 152 Resolution

1. That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Belinda McCorkell.

**CARRIED**

**For: Cr KJ Keith, Cr AJ Ward, Cr RC Haddin, Cr MJ Greenwood, Cr BJ McCorkell, Cr KM McGrath, Cr BF Newton, Cr GW Pratt**

**Against: Nil**

**Cr LA O'Leary and Cr PJ Smith did not vote, absent from meeting.**

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General Manager

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Mayor

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## **13            DIRECTOR ENGINEERING SERVICES REPORT**

### **13.1    (DES) Road Safety and Injury Prevention Officer Report - January to March 2015**

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#### **Executive Summary**

The attached reports outline the quarterly activities and programs of the Lachlan, Parkes, Forbes Road Safety and Injury Prevention Officer (RSIPO) for the months of January to March 2015.

#### **Recommendation**

1.    The information be received and noted.

### **15 - 153       Resolution**

1.    That the information be received and noted.

Moved Councillor George Pratt, seconded Councillor Barbara Newton.

**CARRIED**

### **13.2    (DES) Works Program Status**

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#### **Executive Summary**

Other than routine maintenance, major works that have been carried out over the past month are reported below.

#### **Recommendation**

1.    That the information on Works Program Progress as at April 2015 be noted.

### **15 - 154       Resolution**

1.    That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor Alan Ward.

**CARRIED**

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General Manager

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Mayor

## **14 DIRECTOR INFRASTRUCTURE REPORT**

### **14.1 (DI) Water and Sewage Treatment Plant EOI**

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#### **Executive Summary**

The Water and Sewage Treatment Plant projects are progressing. On-site investigations are nearing completion, Review's of Environmental Factors are being compiled and the development of the designs have progressed to 75% of the final design. Council has previously approved the Project Procurement Plan using the Expression of Interest and Selected Tenderer Involvement mechanisms. The documentation has been produced and approved by the Major Projects Steering Committee and presented to the Risk Review committee. It is intended to release the EOI documents to the market on 18 May 2015.

#### **Recommendation**

1. That Council proceed to Expression of Interest phase of the projects and release the documents on the 18 May 2015.

### **15 - 155 Resolution**

1. That the recommendation be adopted.

Moved Councillor Alan Ward, seconded Councillor Bob Haddin.

**CARRIED**

## **15 CONSIDERATION OF COMMITTEE MINUTES**

### **15.1 Committee Minutes - Parkes Sports Council Meeting held on 14 April 2015**

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#### **Executive Summary**

The Minutes of the Parkes Sports Council Meeting held on 14 April 2015 is presented for the information of Council.

#### **Recommendation**

1. That the Minutes of the Parkes Sports Council meeting held on 10 March 2015 be received and noted.

### **15 - 156 Resolution**

1. That the information be received and noted.

Moved Councillor Michael Greenwood, seconded Councillor Belinda McCorkell.

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General Manager



Mayor

**CARRIED**

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General Manager



Mayor

**16 QUESTIONS AND MATTERS OF URGENCY**  
Nil.

**17 CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS**

The meeting of the Ordinary Council meeting was closed to the public at 4:23pm.

The Mayor asked the Meeting whether it agreed that the items listed by the General Manager appeared to be items which should be discussed in closed session for the reasons given.

The General Manager advised that there were no written representations from the public on the proposed closure of the Council Meeting.

**15 - 157 Resolution**

That the meeting be closed for consideration of the listed items as they involve: information that would, if disclosed confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business, personnel matters concerning particular individuals (other than Councillors) and commercial information of a confidential nature that would if disclosed prejudice the commercial position of the person who supplied it.

Moved Councillor George Pratt, seconded Councillor Alan Ward.

**CARRIED**

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General Manager

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Mayor

## **17.1 (DTCS) Sale of Council owned industrial land**

**Prepared By: Director Technology and Corporate Service**

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### **Executive Summary**

Council has received an offer for the purchase of land in the industrial estate.

### **Recommendation**

1. That Council note the need to sell land in the Industrial Estate as part of the future Industrial Land Strategy.
2. That a final report be submitted to Council prior to completion.
3. That the General Manager and the Mayor be authorised to negotiate the sale on favourable commercial terms with reference to prevailing market conditions and the long term needs of Council's Economic Development Strategy.

## **15 - 158 Resolution**

1. That Council note the need to sell land in the Industrial Estate as part of the future Industrial Land Strategy.
2. That a final report be submitted to Council prior to completion.
3. That the General Manager and the Mayor be authorised to negotiate the sale on commercial terms with reference to prevailing market conditions and the long term needs of Council's Economic Development Strategy.

Moved Councillor Alan Ward, seconded Councillor Bob Haddin.

**CARRIED**

At this time being 4:37pm, Councillor Belinda McCorkell left the meeting and did not return.

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General Manager

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Mayor

## **17.2 (DTCS) Elvis Festival Financials as at 2 April 2015**

**Prepared By:** Chief Financial Officer (Treasurer)

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### **Executive Summary**

The financial statements for the 2015 Elvis Festival activity within council as at 2 April 2015 have been prepared including a variance analysis to the 2015 Elvis Festival Budget.

### **Recommendation**

1. That the financial information as at 2 April 2015 be received and noted.

### **15 - 159 Resolution**

1. That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor Barbara Newton.

**CARRIED**

## **17.3 (DTCS) 2016 Elvis Festival Operational Budget**

**Prepared By:** Chief Financial Officer (Treasurer)

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### **Executive Summary**

A 2016 draft Elvis Festival operational budget has been developed for the information of the committee. The operational budget is a live working document which is expected to evolve as more accurate information is acquired and quotes / tenders confirmed.

### **Recommendation**

1. That the 2016 draft budget be adopted in principle as a working document to be further refined.

### **15 - 160 Resolution**

1. That the information be received and noted.
2. That a revised 2016 budget be presented to a future meeting.

Moved Councillor Barbara Newton, seconded Councillor Michael Greenwood.

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General Manager

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Mayor

**CARRIED**



General Manager



Mayor

## **17.4 (DTCS) Parkes Elvis Festival 2016 Consolidation Plan**

**Prepared By: Festival Director**

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### **Executive Summary**

Consideration of the short-term consolidation of Festival events and infrastructure in 2016 is now required, with the view to supporting the Festival's long-term strategic growth.

### **Recommendation**

1. That the Council endorse the Consolidation Plan for the 2016 Parkes Elvis Festival including the recommendations contained therein.

## **15 - 161 Resolution**

1. That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor George Pratt.

**CARRIED**

## **17.5 (DES) CENTROC Contract - Supply of Fuel**

**Prepared By: Director Engineering Services**

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### **Executive Summary**

In 2013, tenders were called through CENTROC Supply Team for the supply of fuel. Council, at its meeting held 6 August 2013 resolved to accept the tender from Reliance Petroleum for a two (2) year term with the possibility of a 12 month extension.

### **Recommendation**

1. That Council grant a 12 month extension of the CENTROC contract for the supply of fuel to Reliance Petroleum.

## **15 - 162 Resolution**

1. That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Bob Haddin.

**CARRIED**

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General Manager

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Mayor

There being no further business the Mayor declared the meeting closed at 5:40pm.

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General Manager



Mayor

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## Ordinary Council Meeting Agenda

- 1 PRAYER**
- 2 APOLOGIES**
- 3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**
- 4 DECLARATIONS OF INTEREST**
- 5 NOTICES OF MOTION/RESCISSION**
- 6 LATE BUSINESS**

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General Manager

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Mayor

## 7 MAYORAL MINUTES

### 7.1 Mayoral Minute - Functions Attended by Mayor and Councillors

#### Executive Summary

A report on the upcoming functions requiring the attendance of the Mayor, Councillors or Senior Staff in relation to community events or civic matters.

#### Background Information

Nil.

#### Legislative or Policy Implications

Nil.

#### Budget & Financial Aspects

Nil.

#### Recommendation

1. That the report of upcoming functions for the Mayor, Councillors or Senior Staff be received and noted.

#### Report

Date	Function
Tuesday 07 April 2015	Elvis Revival Committee meeting <b>Mayor KJ Keith, Deputy Mayor AJ Ward</b>
Wednesday 08 April 2015	Forbes Rotary Club Meeting <b>Mayor KJ Keith</b>
Wednesday 08 April 2105	Parkes Chamber of Commerce meeting <b>Deputy Mayor AJ Ward (Councillor McCorkell is alternate)</b>
Wednesday 08 April 2015	Tullamore & District Community Consultative Committee meeting <b>Councillor BF Newton (alternate is Councillor GW Pratt)</b>
Wednesday 08 April 2015 To Friday 17 April 2015	General Manager on Annual Leave Director Technology and Corporate Services Acting General Manager



General Manager



Mayor

Thursday 09 April 2015	Anzac Day Planning Meeting <b>Mayor KJ Keith, Councillors GW Pratt and PJ Smith, Parks and Gardens Coordinator D Ramsay, Events Development Officer C Barlow, Executive Assistant S Henry, Administration Support Officer E Spedding</b>
Saturday 11 April 2015	Parkes & District Historical Society Smoke Rattle & Noise Charity Day <b>Deputy Mayor AJ Ward</b>
Tuesday 14 April 2015	Lachlan Health Council Meeting <b>Mayor KJ Keith</b>
Tuesday 14 April 2015	Parkes Sports Council meeting <b>Councillor MJ Greenwood and LA O'Leary</b>
Tuesday 14 April 2015	Meeting with Bruno Zinghini - Health Infrastructure <b>Mayor KJ Keith, Director Planning and Environment S Campbell</b>
Wednesday 15 April 2015	Skillset Board Meeting <b>Councillor RC Haddin</b>
Thursday 16 April 2015	Memorial Hill & Lookout Rejuvenation Committee Meeting <b>Mayor KJ Keith, Councillors KM McGrath, PJ Smith, GW Pratt, RC Haddin</b>
Saturday 18 April 2015	Canowindra Balloon Festival <b>Mayor KJ Keith</b>
Sunday 19 April 2015	Candlelight Remembrance Service - includes Rededication of Light Horse Cairn <b>Mayor KJ Keith, Councillors PJ Smith, GW Pratt, RC Haddin</b>
Tuesday 21 April 2015	Council Meeting <b>All Councillors and Senior Staff</b>  Meetings prior to Council meeting Risk Review Committee Meeting <b>Deputy Mayor AJ Ward Councillor RC Haddin together with General Manager K Boyd, Director Technology and Corporate Services L Finn Chief Finance Officer O Jensen and Manager Governance and Corporate Planning B Byrnes</b>  Cultural Committee Meeting <b>Mayor KJ Keith, Councillors BF Newton, PJ Smith, MJ Greenwood (alternate) together with General Manager K Boyd, Director Technology and Corporate Services L Finn, Manager Culture, Education and Library Services S Buckle, Acting Tourism Manager B Link</b>  M&D Little Theatre Committee Meeting <b>Mayor KJ Keith, Councillor BF Newton together with Senior Development Officer H Orr, Manager Culture, Education and Library Services S Buckle</b>

## Attachments

Nil.



General Manager



Mayor

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General Manager



Mayor

## 7.2 Mayoral Minute - Coming Known Events for Mayor and Councillors

### Executive Summary

A report on functions recently attended by the Mayor, Councillors or Senior Staff in relation to community events or civic matters.

### Background Information

Nil.

### Legislative or Policy Implications

Nil.

### Budget & Financial Aspects

Nil.

### Recommendation

1. That the report of upcoming functions for the Mayor, Councillors or Senior Staff be received and noted.

### Report

Date	Function
Wednesday 22 April 2015	Visit Parkes Website and Promotional Video Launch <b>Open invitation to all Councillors</b>
Wednesday 22 April 2015	Port of Newcastle Presentation <b>Mayor KJ Keith, General Manager K Boyd, Director Technology &amp; Corporate Services L Finn, Economic &amp; Business Development Manager A Wyllie</b>
Wednesday 22 April 2015	Meeting with Tania Stark Department of Trade and Investment and Services and Alison McGaffin NSW Department of Premier and Cabinet <b>Mayor KJ Keith, Councillors MJ Greenwood and BJ McCorkell, general Manager K Boyd, Director Planning and Environment S Campbell, Economic and Business Development Manager A Wyllie</b>
Thursday 23 April 2015	Trundle Community Consultative Committee Meeting <b>Councillor BF Newton (Councillor GW Pratt is alternate)</b>
Thursday 23 April 2015	Waste to Art Official Opening <b>Mayor KJ Keith</b>
Friday 24 April 2015	Skillset April Board Meeting <b>Councillor RC Haddin</b>



General Manager



Mayor

Friday 24 April 2015	Peak Hill Neighbourhood Central Community Hub Official Opening <b>Mayor KJ Keith</b>
Saturday 25 April 2015	<b>ANZAC DAY Services</b>  Bogan Gate <b>Mayor KJ Keith</b>  Parkes <b>Mayor KJ Keith, Councillors MJ Greenwood, GW Pratt and General Manager K Boyd</b>  Peak Hill <b>Councillor LA O'Leary</b>  Trundle <b>Councillor representative</b>  Tullamore <b>Councillor BF Newton and Deputy Mayor AJ Ward</b>
Monday 27 April 2015	Peak Hill Community Consultative Committee Meeting <b>Councillor LA O'Leary (Councillor Pratt is alternate)</b>
Monday 27 April 2015	Parkes Early Childhood Meeting <b>Councillor PJ Smith</b>
Tuesday 28 April 2015	Meals on Wheels Meeting <b>Councillor PJ Smith</b>
Tuesday 28 April 2015	Meeting with Northparkes Mines - Minerals Productivity Branch <b>Mayor KJ Keith, General Manager K Boyd</b>
Friday 29 April 2015	ARTC Meeting <b>Mayor KJ Keith, General Manager K Boyd, Director Planning and Environment S Campbell, Director Technology and Corporate Services L Finn, Director Engineering Services B Howard, Manager Design and Traffic N Koenig, Economic and Business Development Manager A Wyllie, Manager Planning Services A Cummings</b>
Thursday 30 April 2015	Official Opening Peak Hill Arts Centre <b>Mayor KJ Keith</b>
Thursday 30 April 2015	Parkes TAFE Hospitality Class Lunch <b>Mayor KJ Keith</b>
Friday 01 May 2015	Peak Hill Multipurpose Centre Community Open Day and Flag Raising Ceremony <b>All Councillors invited to attend</b>
Friday 01 May 2015	Anglican Debutante Ball <b>Deputy Mayor AJ Ward and Mrs. K Ward</b>
Saturday 02 May 2015	Trundle ABBA Festival <b>Mayor KJ Keith</b>
Monday 04 May 2015	Elvis Revival Committee meeting <b>Mayor KJ Keith, Deputy Mayor AJ Ward</b>



General Manager



Mayor

Tuesday  
05 May 2015

Council Meeting  
**All Councillors and Senior Staff**

Meetings prior to Council meeting  
Site Visit to Lake Endeavour Dam  
**All Councillors and Senior Staff**

## Attachments

Nil.

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General Manager



Mayor

- 8 COUNCILLORS' REPORTS**
- 9 INWARDS CORRESPONDENCE**
- 10 GENERAL MANAGER'S REPORT**
- 11 DIRECTOR TECHNOLOGY AND CORPORATE SERVICES REPORT**

**11.1 (DTCS) Financial Information as at 31 March 2015**

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**Executive Summary**

A regular report is provided to Council in relation to a number of financial indicators, including investments, total monthly repayments, receipting and collection of rate revenue.

**Background Information**

The supply of financial information on a regular basis fulfils statutory requirements and ensures prudent financial management.

**Legislative, Policy & Management Planning Implications**

Local Government Act, 1993  
Local Government (Financial Management) Regulation, 1999

**Budget & Financial Aspects**

Nil

**Recommendation**

1. That the report detailing accounts paid, rate revenue collected, receipts received and the bank reconciliation to 31 March 2015 be received and noted.

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General Manager

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Mayor

## Report

### 1. Accounts

The accounts cover the period 05/03/2015 to 31/03/2015:

Payment	From	To	Sub Total
Combined A/C	E043527	128032	\$5,634,292.39
Cheques and Deskbank			-
Salaries & Wages	05/03/2015	31/03/2015	\$925,972.48
<b>TOTAL</b>			<b>\$6,560,264.87</b>

### 2. Revenue Statement due to 31 March 2015

A copy of the Revenue Statement due to 31 March 2015 is attached.

### 3. Statement of Receipts - 02 March 2015 to 31 March 2015

A Statement of Receipts for the period 02 March 2015 to 31 March 2015 is attached.

### 4. Bank Reconciliation as at 31 March 2015

The bank reconciliation for the month of March 2015 has been finalised and is submitted for the information of Council.

The reconciliation of the Cash Books of the Council and the Bank Accounts has been carried out. The accounts have been reconciled with a balance of \$215,187.75 as at 31 March 2015

## Attachments

1. Rates Revenue Statement
2. Statement of Receipts



General Manager



Mayor

**PARKES SHIRE COUNCIL**  
**REVENUE STATEMENT RATES AND CHARGES DUE TO 31 MARCH 2015**

	AMOUNT PAYABLE 1/7/2014	COLLECTIONS	AMOUNT DUE 31/3/2015	%COLLECTED THIS YEAR	3 Year Average %
COMBINED RATES	15,025,487	11,276,288	3,749,198	75.05%	76.38%
GARBAGE & OTHER SERVICE CHARGES	2,037,767	1,516,873	520,893	74.44%	76.18%
<b>SUB TOTAL</b>	<b>17,063,254</b>	<b>12,793,162</b>	<b>4,270,092</b>	<b>74.97%</b>	<b>76.36%</b>
<b>WATER, SEWER &amp; TRADE WASTE CONSUMPTION ARREARS &amp; ACCOUNTS 2014/15</b>					
<u>See Note Below</u>					
WATER	3,629,276	2,278,965	1,350,311	62.79%	60.80%
SEWER USAGE	299,141	211,087	88,054	70.56%	69.01%
TRADE WASTE	68,096	45,834	22,262	67.31%	64.26%
<b>SUB TOTAL</b>	<b>3,996,513</b>	<b>2,535,887</b>	<b>1,460,626</b>	<b>63.45%</b>	<b>61.50%</b>
<b>INTEREST, EXTRA CHARGES &amp; LEGAL COSTS</b>					
INTEREST, EXTRA CHARGES & LEGAL COSTS	151,366	112,039	39,327	74.02%	77.37%
<b>SUB TOTAL</b>	<b>151,366</b>	<b>112,039</b>	<b>39,327</b>	<b>74.02%</b>	<b>77.37%</b>
<b>TOTAL</b>	<b>21,211,133</b>	<b>15,441,088</b>	<b>5,770,045</b>	<b>72.80%</b>	<b>73.51%</b>

Note: Water, Sewer & Trade Waste Usage Accounts raised in March, but not due and payable until 24 April 2015

■

  
General Manager

  
Mayor



Parkes Shire Council  
Local Government Management System

## Receipt Summary

For the period from 2-Mar-2015 to 31-Mar-2015

GL Account	Description	Total Transactions	Amount
0110-1201-0000	Section 603 Certificate	37	2,590.00
0110-1402-0003	Sundry Income - GST Inclusive	2	3.15
0110-3002-0000	Bank Reconciliation Suspense	4	1,923.10
0110-3100-0000	Investments	5	4,750,000.00
0110-3200-0001	Rates Receivable - Consolidated	4,372	887,719.11
0110-3232-0001	Miscellaneous Debtors - Consolidated	153	626,881.77
0110-3238-0000	Sundry Debtor - Avdata	1	223.33
0110-3243-0003	LG Touch Footy - GST Applies	4	1,193.50
0110-5005-0000	Building Construction LS Levy	5	4,840.50
0110-5007-0000	DA ( Strategic Fee )	3	364.40
0110-5124-0000	S/Cr RMS - Cycleway Eugowra rd	1	11,750.00
0110-5126-0000	S/Cr RMS - Pedestrian Facilities	1	1,000.00
0110-5136-0000	S/Cr RMS - Repair Program	1	10,000.00
0110-5307-0000	Bond - K & G From Building Works	1	5,320.00
0110-5320-0000	Bond - Registrar Accommodation	1	500.00
0110-5343-0000	Bond - K & G Building Wrks >1/7/14	4	1,440.00
0120-1402-0003	Sundry Income	1	740.00
0130-1524-0000	Existing Worker Traineeship	2	5,000.00
0130-1722-0000	Contribution Risk Management Incent	1	1,485.00
0140-1351-0000	Interest on Investments	7	225,460.71
0199-4504-0000	Purchases Clearing Account	1	774.11
0230-1205-0000	Dog Rego - Companion Animals Commiss	1	51.00
0230-1207-0001	Dog Impounding - Deposits/Release	11	269.00
0230-5008-0000	Dog Rego - Companion Animals Suspen	10	1,270.00
0230-5009-0000	Microchipping Suspense	5	310.00
0240-1458-0000	Animal Infringements - OSR	2	1,313.00
0270-1532-0001	Salary/Oncosts - GST Free	1	3,500.43
0270-1532-0002	Program costs - GST recoverable	1	702.64
0310-1402-0003	Sundry Income - Inc Copying/Scanning	2	94.20
0410-1402-0001	Sundry Income - GST Free	3	30.00
0410-1507-0000	Operational Grant	10	12,335.61
0410-1508-0000	Childcare Benefit Grant	5	56,357.49
0410-1509-0000	FDC Levies	1	6.30
0410-1510-0000	Educator Admin Levies	5	1,049.00
0410-1537-0000	FDC - Family Registration	2	485.00
0410-1538-0000	FDC - Educator Registration	3	60.00
0410-1543-0000	D Sups Payments (ISS)	3	22.80
0410-1744-0000	FDC - Playgroup Fees	2	36.00
0410-1766-0000	FDC - Educator Receipt Books	4	52.50
0520-1211-0011	Development Fees	15	4,560.00
0520-1213-0000	Section 149 Certificates	49	2,739.00
0540-1102-0000	Tipping Fees- Parkes (Commercial)	2	210.00
0540-1103-0051	Tipping Fees - Pks/Fbs Waste	1	120.00
0570-1214-0000	Septic Tank Fees (Applications)	2	269.00
0580-1215-0015	Parkes Cemetery	3	930.00
0580-1215-0016	Parkes Lawn Cemetery	9	18,315.00
0580-1215-0017	Villages Cemetery	4	1,065.00

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General Manager

Mayor

## Receipt Summary

For the period from 2-Mar-2015 to 31-Mar-2015

GL Account	Description	Total Transactions	Amount
0610-1125-0000	Water Standpipe Sales	15	1,228.40
0610-1231-0000	Water Meter Reading Fee	21	945.00
0610-1402-0003	Sundry Income	1	20.00
0610-1807-0000	Developer Charges - Sec 64	1	6,780.00
0610-5327-0000	Deposit - Standpipe Access Cards	2	40.00
0710-1251-0000	Sewer Plan Fees	21	756.00
0710-1252-0000	Sewer Inspection Fee	7	504.00
0710-1402-0003	Sundry Income - GST Inclusive	2	40.00
0710-1807-0000	Developer Charges - Sec 64	1	3,345.00
0810-1220-0021	Facsimile Sales	4	81.30
0810-1220-0022	Lost Books	2	22.30
0810-1220-0023	Photocopying/Printing - Parkes	12	761.22
0810-1220-0026	Inter Library Loans	4	60.10
0810-1220-0027	Lost Library Cards	1	2.60
0810-1220-0030	Sale of Library Bags	1	2.30
0810-1220-0031	Library Workshops	3	222.20
0810-1402-0003	Sundry Income - GST Inclusive	5	46.00
0820-1446-0004	HPC - Admissions	50	4,273.00
0830-1731-0000	Contribution Community Centre	6	285.00
0850-1230-0000	Hire - Culture Centre	2	360.00
0860-1255-0000	Parkes Admissions	25	6,909.60
0860-1257-0000	Peak Hill Admissions	14	672.00
0860-1259-0000	Trundle Admissions	1	556.00
0860-1261-0000	Tullamore Admissions	1	246.00
1010-1234-0001	Compliance Certificates	2	140.00
1010-1235-0000	Construction Certificate	14	5,322.70
1010-1236-0000	Complying Development Certificate	6	3,044.00
1010-1237-0000	Inspection Fee	23	9,859.00
1010-1238-0000	Occupation Certificate	3	756.00
1010-1239-0000	Building Certificates	2	500.00
1010-1240-0000	Sec 735A & 12ZP Notices	20	2,600.00
1010-1266-0000	Drafting Fee	7	868.00
1131-1635-0000	Roads to Recovery (Capital)	1	886,188.00
1150-1242-0000	Landing Fees	2	23,269.55
1190-1355-0000	Rural Addressing Marker Fees	3	195.00
1220-1243-0042	Caravan Sites - 5.5% Adjust	4	896.46
1220-1243-0043	Caravan Sites - Fees	22	8,015.30
1220-1243-0045	Caravan Sites - Electricity	22	996.82
1220-1244-0044	Cabin Fees - Fees	12	7,047.62
1220-1244-0046	Cabin Fees - Electricity	11	419.65
1220-1247-0000	Multi Coin Washing Machine	2	97.00
1230-1445-0001	Visitor Info Ctr - Merchandise Sales	12	478.60
1230-1445-0003	Visitor Info Ctr - Merchandise Sales	44	2,139.95
1230-1463-0000	Centrelink - Paid Parental Leave	1	1,282.10
1230-5400-0003	Merchandise on Consignment - T/Ctr	15	340.00
1295-1595-0000	Op. Contrib. - Elvis Merchandise	1	278.85
		<b>5,194</b>	<b>7,628,254.27</b>

  
General Manager

  
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## 11.2 (DTCS) Investments as at 31 March 2015

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### Executive Summary

The carrying value of Council's investments at 31 March 2015 was \$ 59,844,520.

### Background Information

In accordance with Clause 212 of the Local Government (General) Regulation 2005, the following details are provided of Council's investments under Section 625 of the Local Government Act, 1993.

The carrying values of the investments outlined in this report have been those advised to Council by the arrangers, brokers or custodian of those securities.

### Legislative or Policy Implications

- ☐ Parkes Shire Council Investment Policy, Clause 212 of the Local Government (General) Regulation 2005 and Section 625 of the Local Government Act, 1993.
- ☐ DLG Circular 10-11 - Investment Policy Guidelines
- ☐ DLG Circular 11-01 Ministerial Investment Order

### Progressive Delivery Program Implications

The resolution in this report will primarily effect all of the Delivery Program Future Direction's.

Predicted positive effect / opportunity for the Delivery Program: *Excellent*

Predicted negative / challenge to the Delivery Program: *Negligible*

### Quadruple Bottom Line



*Economic* ★★★★★



*Environmental* ★★★★★



*Social* ★★★★★



*Civic  
Leadership* ★★★★★

### Budget & Financial Aspects

All returns on investments are included in Council's Operating Budget. Any amendment to budgeted interest income is effected through the Quarterly Budget Review process. Both the average level of funds invested and the rate of return determine returns.

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General Manager

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In accordance with the Australian equivalent of International Accounting Standards, securities that are classified as held for trading are required to be valued at market value at each balance date. The balance of investments held includes market values that existed at the 31 March 2015. The custodians of the securities provide these valuations to Council. The custodian of Council's structured investment is the Westpac Bank.

Investments in the form of cash or cash equivalents and held to maturity investments are valued at cost. Floating Rate Notes acquired on the secondary market are valued at cost. Where the purchase consideration is different to face value the resulting premium or discount are amortised on a straight line basis over the life of the Note.

## Recommendation

1. That the information in relation to investments held at 31 March 2015 be received and noted.

## Report

The following securities held are currently rated less than the minimum required under the Ministerial Investment Order. Council is permitted to hold the securities under the grandfathering clause in the Ministerial Investment order dated 12 January 2011.

- ☐ Hickory Note CDO currently rated CCC-

### **Investment Rates as at 31 March 2015**

Rate Range %	\$
1.70 to 4.00	53,144,520
4.01 to 6.00	6,700,000
<b>Total</b>	<b>59,844,520</b>

**The weighted average interest rate of the investment portfolio as at 31 March 2015 is 3.49%**  
(3.62 % - 28 February 2015).

**90-Day (Benchmark) Bank Bill Swap Rate as at 31 March 2015 – 2.3000 %**  
(2.3600 % - 28 February 2015)



General Manager



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## 1. Credit Quality Targets and Limits

The maximum holding limit in each rating category and the target credit quality weighting for Council's Term Deposit portfolio as at 31 March 2015 is as follows:

<b>Long Term Rating Range</b>	<b>Short Term Credit Range</b>	<b>Maximum Holding</b>	<b>% Holding as at 31 March 2015</b>	<b>\$ Holding as at 31 March 2015</b>
AAA Category	A-1+	100%	-	\$ -
AA Category	A-2	80%	68.99 %	\$ 41,286,000
A Category	A-2	60%	21.39 %	\$ 12,800,000
BBB Category & Unrated ADI's	A-3	40%	4.51 %	\$ 2,700,000

The maximum exposure to each counterparty / financial institution will be restricted by their rating so single entity exposure is limited. These limits with respect to Council's current Term Deposit portfolio are listed as follows:

<b>Financial Institution</b>	<b>Long-Term Rating Range</b>	<b>Short-Term Credit Range</b>	<b>Limit</b>	<b>% Holding as at 31 March 2015</b>
National Australia Bank	AA-	A1+	40%	38.30 %
Westpac	AA-	A1+	40%	24.28 %
ING	A-	A2	30%	13.21 %
AMP Bank	A+	A1	30%	8.45 %
Rabobank Direct	Aa2 Moody's	P-1 Moody's	40%	10.13 %
Central West Credit Union	Unrated	Unrated	20%	1.76 %
Bank of Queensland	A-	A2	30%	0.88%
ME Bank	BBB	A2	20%	2.99 %

The holdings of Floating Rate Notes and Bonds, and trading securities, are listed as follows:

<b>Description</b>	<b>Face Value</b>	<b>Carrying Value</b>	<b>% Holding as at 31 March 2015</b>
Floating Rate Notes	\$ 1,520,000	\$ 1,520,000	2.54 %
Trading Securities	\$ 2,000,000	\$ 1,538,520	2.57 %

### Summary

The Board of the Reserve Bank of Australia (RBA) at their last meeting of 7 April 2015 decided to leave the cash rate unchanged at 2.25 per cent. The 90 day Bank Bill Swap Rate (BBSW) closed the month at 2.300%. The Australian dollar decreased slightly against the USD in February, buying 0.7634 USD at month end, a decrease of 1.58 cents. The exchange rate has traded at lower levels recently, in large part reflecting the strengthening US dollar.



General Manager

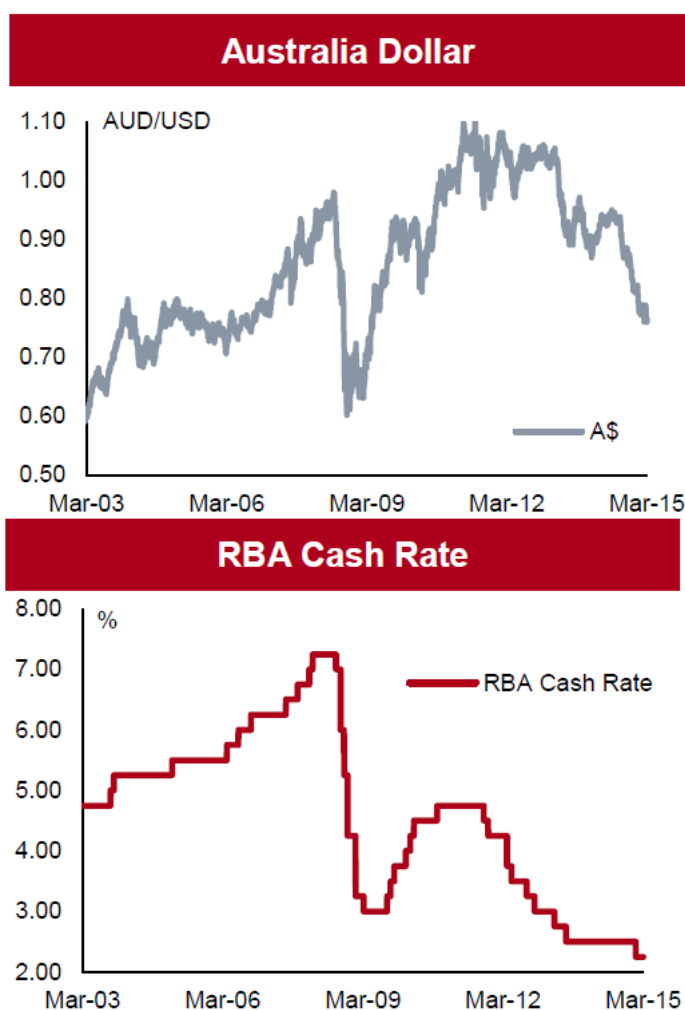


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Financial conditions are very accommodative globally, with long-term borrowing rates for several major sovereigns at all-time lows over recent months. In Australia the available information suggests that growth is continuing at a below-trend pace, with overall domestic demand growth quite weak as business capital expenditure falls. As a result, the unemployment rate has gradually moved higher over the past year. The economy is likely to be operating with a degree of spare capacity for some time yet. With growth in labour costs subdued, it appears likely that inflation will remain consistent with the target over the next one to two years, even with a lower exchange rate.

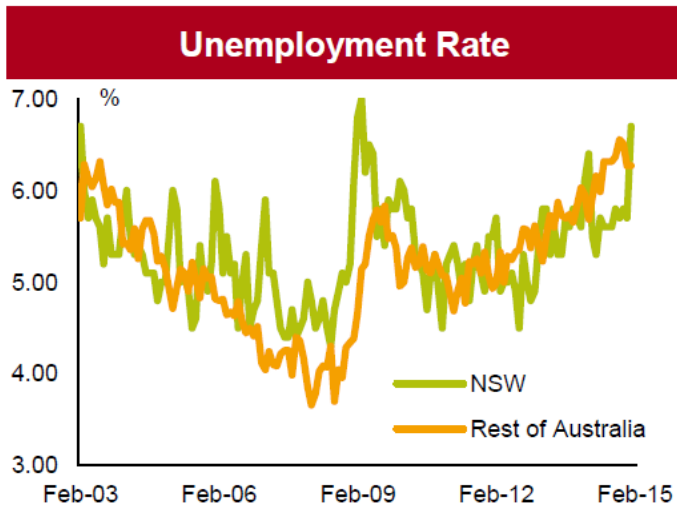
In the Board's judgement, monetary policy is appropriately configured to foster sustainable growth in demand and inflation outcomes consistent with the target.

The following graphic displays key Financial and Economic Indicators and data released by New South Wales Treasury Corporation.



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### Market Movements and Economic Data

Financial Data	31 Mar	Monthly change
Cash Rate	2.25%	0.00 —
Corporate Bond Yield*	3.18%	-0.02 ▼
Term Deposit**	2.40%	0.00 —
ASX200	5892	-0.6% ▼
S&P500	2068	-1.7% ▼
AUD/USD	0.761	-0.020 ▼

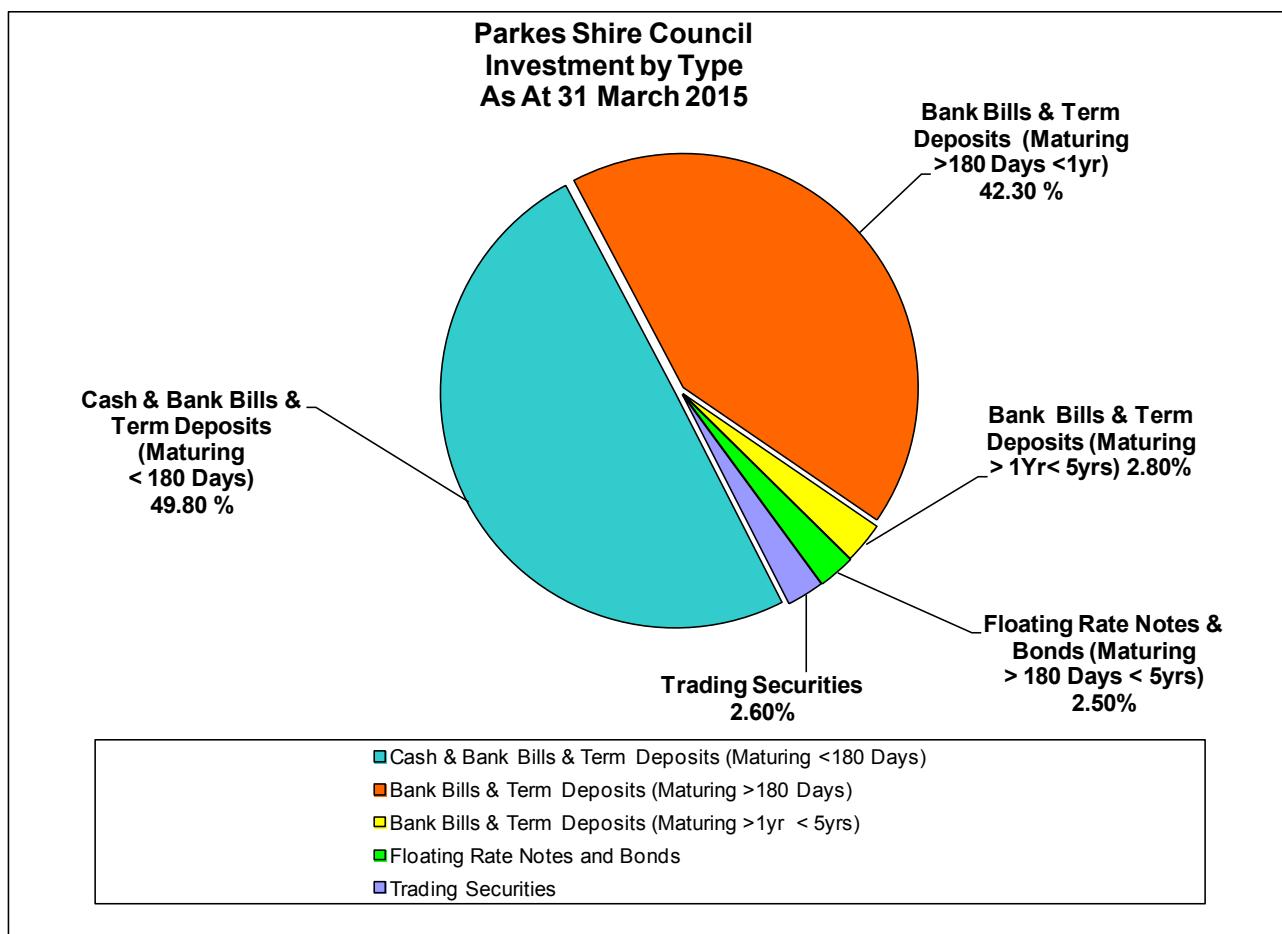
Economic Data***	31 Mar	Quarterly change
Headline CPI	1.7%	-0.6% ▼
Trimmed Mean CPI	2.2%	-0.2% ▼
GDP Growth	2.5%	-0.2% ▼
House Prices	7.0%	-2.4% ▼

\*A-rated 5-year rate, source: RBA \*\*Average 90-day rate of the five largest banks for \$10,000, source: RBA \*\*\*National data, y/y, source: ABS, RBA

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The following graphic displays the percentages of the portfolio by investment type with an aged breakdown of the Cash, Bank Bills & Term Deposits.



The movement in Investments for the month of March 2015 were as follows:

Opening Balance as at 28 February 2015 \$59,821,648

Plus New Investments – March 2015

\$5,880,00

0

Less Investments redeemed - March 2015

(\$6,000,00

0)

Plus Increase in CDO Valuations - March 2015

\$142,872

Closing Balance as at 31 March 2015

\$59,844,5

20

The latest valuations of the market value for the CDO's with Westpac have resulted in an increase in the Fair Value of the CDO's by \$ 142,872 as at 31 March 2015. Councillors

General Manager

Mayor

would be aware that valuations fluctuate significantly each month due to the volatility of the market surrounding CDO's. This is represented by the following investment adjustments:

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**Certification - Responsible Accounting Officer**

The Chief Financial Officer hereby certifies that the investments listed in the Investment Summary have been made in accordance with Section 625 of the Local Government Act, 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy.

**Attachments**

1. List of Investments held at 31 March 2015.

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General Manager

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<b>Investments Summary 31/03/2015</b>						
<b>Name</b>	<b>Face Value \$</b>	<b>Current Rate %</b>	<b>Expected Maturity</b>	<b>Maturity Profile from Summary Date</b>	<b>Carrying Value \$</b>	<b>Investment Type</b>
Westpac Maxi-Direct General	3,036,000	1.70	At Call	At Call	3,036,000	At Call Deposit
CWCU	1,000,000	3.75	14/04/2015	< 90 Days<1yr	1,000,000	Term Deposit
NAB	1,000,000	3.65	17/04/2015	< 90 Days<1yr	1,000,000	Term Deposit
NAB	1,000,000	3.65	05/05/2015	< 90 Days<1yr	1,000,000	Term Deposit
AMP Bank	1,000,000	3.15	12/05/2015	< 90 Days<1yr	1,000,000	Term Deposit
ING Bank	1,500,000	3.51	19/05/2015	< 90 Days<1yr	1,500,000	Term Deposit
NAB	1,250,000	3.65	02/06/2015	< 90 Days<1yr	1,250,000	Term Deposit
NAB	1,000,000	3.60	09/06/2015	< 90 Days<1yr	1,000,000	Term Deposit
Westpac	1,000,000	3.61	15/06/2015	< 90 Days<1yr	1,000,000	Term Deposit
ING Bank	1,000,000	3.51	06/07/2015	> 90 Days<1yr	1,000,000	Term Deposit
ING Bank	1,000,000	3.51	06/07/2015	> 90 Days<1yr	1,000,000	Term Deposit
ING Bank	1,000,000	3.50	13/07/2015	> 90 Days<1yr	1,000,000	Term Deposit
ING Bank	1,250,000	3.49	13/07/2015	> 90 Days<1yr	1,250,000	Term Deposit
Westpac Bank	1,000,000	4.25	24/07/2015	> 90 Days<1yr	1,000,000	Term Deposit
ING Bank	1,000,000	3.36	27/07/2015	> 90 Days<1yr	1,000,000	Term Deposit
NAB	1,000,000	3.55	27/07/2015	> 90 Days<1yr	1,000,000	Term Deposit
ING Bank	750,000	3.27	29/07/2015	> 90 Days<1yr	750,000	Term Deposit
Rabobank Direct	1,000,000	4.06	30/07/2015	> 90 Days<1yr	1,000,000	Term Deposit
NAB	1,000,000	4.32	22/08/2015	> 90 Days<1yr	1,000,000	Term Deposit
NAB	1,000,000	3.15	02/09/2015	> 90 Days<1yr	1,000,000	Term Deposit
Westpac Bank	2,000,000	4.20	07/09/2015	> 90 Days<1yr	2,000,000	Term Deposit
Westpac	1,000,000	3.74	17/09/2015	> 90 Days<1yr	1,000,000	Term Deposit
Westpac	2,000,000	3.74	18/09/2015	> 90 Days<1yr	2,000,000	Term Deposit
Westpac	2,000,000	3.75	26/09/2015	> 90 Days<1yr	2,000,000	Term Deposit
BOQ	500,000	2.95	28/09/2015	> 90 Days<1yr	500,000	Term Deposit
Westpac	1,000,000	3.70	15/10/2015	> 90 Days<1yr	1,000,000	Term Deposit
NAB	1,000,000	3.63	21/10/2015	> 90 Days<1yr	1,000,000	Term Deposit
NAB	1,000,000	3.18	26/10/2015	> 90 Days<1yr	1,000,000	Term Deposit
NAB	2,000,000	3.35	30/10/2015	> 90 Days<1yr	2,000,000	Term Deposit
Westpac	750,000	3.50	31/10/2015	> 90 Days<1yr	750,000	Term Deposit
NAB	1,000,000	3.60	07/11/2015	> 90 Days<1yr	1,000,000	Term Deposit
NAB	1,000,000	3.60	20/11/2015	> 90 Days<1yr	1,000,000	Term Deposit
NAB	1,000,000	3.18	20/11/2015	> 90 Days<1yr	1,000,000	Term Deposit
NAB	1,000,000	3.20	25/11/2015	> 90 Days<1yr	1,000,000	Term Deposit
NAB	1,500,000	3.65	26/11/2015	> 90 Days<1yr	1,500,000	Term Deposit
NAB	2,000,000	3.75	18/01/2016	> 90 Days<1yr	2,000,000	Term Deposit
Rabobank Direct	750,000	3.95	18/01/2016	> 90 Days<1yr	750,000	Term Deposit
NAB	1,000,000	4.20	22/02/2016	> 90 Days<1yr	1,000,000	Term Deposit
AMP Bank	1,800,000	3.30	05/02/2016	> 90 Days<1yr	1,800,000	Term Deposit
AMP Bank	2,000,000	3.30	09/02/2016	> 90 Days<1yr	2,000,000	Term Deposit
NAB	1,000,000	3.18	16/02/2016	> 90 Days<1yr	1,000,000	Term Deposit
NAB	1,000,000	3.18	16/02/2016	> 90 Days<1yr	1,000,000	Term Deposit
Rabobank Direct	1,000,000	2.90	07/03/2016	> 90 Days<1yr	1,000,000	Term Deposit
Rabobank Direct	1,000,000	3.00	12/03/2016	> 90 Days<1yr	1,000,000	Term Deposit
Rabobank Direct	1,000,000	3.00	15/03/2016	> 90 Days<1yr	1,000,000	Term Deposit
ME Bank	1,000,000	2.90	16/03/2016	> 90 Days<1yr	1,000,000	Term Deposit
ME Bank	700,000	4.01	01/05/2016	>1yr<5yrs	700,000	Term Deposit
Rabobank Direct	1,000,000	3.15	13/02/2017	>1yr<5yrs	1,000,000	Term Deposit
<b>Cash &amp; Term Deposits</b>	<b>56,786,000</b>				<b>56,786,000</b>	
Commonwealth Senior - FRN	1,020,000	3.7255	24/12/2015	> 90 Days<1yr	1,020,000	Held to Maturity
Bendigo and Adelaide Bank Limited	500,000	3.5200	17/05/2017	>1yr<5yrs	500,000	Held to Maturity
<b>Floating Rate Notes and Bonds</b>	<b>1,520,000</b>				<b>1,520,000</b>	
Westpac - Hickory Trust Notes	2,000,000	1.8000	21/06/2016	>1yr<5yrs	1,538,520	Tradeable Security
<b>Trading Securities</b>	<b>2,000,000</b>				<b>1,538,520</b>	
<b>Total Investments</b>	<b>60,306,000</b>				<b>59,844,520</b>	

  
General Manager

  
Mayor

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General Manager



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## 11.3 (DTCS) Parkes Sports Council Budget 2015/16

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### Executive Summary

The April 2015 meeting of Parkes Sports Council endorsed the Draft Parkes Sports Council Budget for 2015/16 to be discussed with the respective sporting associations. The Parkes Sport Council has generally set a 2.4 per cent increase in ground usage fees for the 2015/16 year. The Sports Council will continue to administer the charging of electricity usage levies through the SMS based lighting control system.

### Background Information

Formed in 1946, the Sports Council is a unique sporting entity in NSW. As a Section 355 Committee of Council, it is responsible for the care, control and maintenance of sporting fields in Parkes and at times around the Shire.

### Legislative or Policy Implications

Nil

### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to:

- 6. *Enhance Recreation and Culture*
- 6.3 *Maintain and develop sporting, recreational and cultural facilities.*

Predicted positive effect / opportunity for the Delivery Program: *Good*

Parkes has had a rich sporting history and is a significant contributor to the estimated \$51 million a year local tourism industry, of which sports tourism component contributes an estimated \$18 million.

Predicted negative / challenge to the Delivery Program: *Minor*

### Quadruple Bottom Line



*Economic* ★★★★★



*Social* ★★★★★



*Environmental* ★★★★★



*Civic Leadership* ★★★★★

The promotion of sport in Parkes and the surrounding region in turn promotes healthier lifestyles and social interaction per greater participation rates of players, spectators, coaches, administrators, officials etc. across a wide range of the population demographics.

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General Manager

Mayor

This includes those areas of the community who traditionally face barriers to sport such as women and girls, low or single income families, indigenous ethnic groups, rural, and those remotely located. Quality sporting facilities encourage individuals and families to both remain and move to the area.

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General Manager

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Mayor

## Budget & Financial Aspects

Parkes Shire Council have provided for \$254,120 for Sporting Grounds maintenance in the Draft 2015/16 Operational budget. Of this \$235,120 will be allocated directly to Council's sporting grounds activity, and the remaining \$19,000 will be paid to the shires Sports Council's for the maintenance materials and supplies, which is an increase of 13 percent on 2013/14. Parkes Sports Council proposed 2015/16 subsidy is \$14,511.

## Recommendation

1. That the information in relation to the Parkes Sports Council budget 2015/16 be received and noted.
2. That the levies to Sporting Associations and other organisations for the Parkes Sports Council budget 2015/16 be endorsed.

## Report

The Shire Council's proposed direct contribution to the maintenance of sporting grounds for the full 12 months 2015/16 is \$235,120, which represents an increase of 1.75 percent over the previous year. In addition \$19,000 is provided to the respective shire Sports Council for the maintenance and operational supply costs of maintaining the sporting grounds. As resolved in the council report of 15 April 2014, the staffing for the maintenance of sporting grounds were transferred from Parkes Sports Council to the Shire Council effective 1 July 2014. This has enhanced the security for these staff members, and enabled opportunities for their training and development. The subsidy to the Parkes Sports Council for 2015/16 will be \$14,511 (\$12,842 - 2014/15). The amount of \$53,210 contributed by the affiliated organisations within the budget reflects the self help culture of the sporting associations.

Levies have generally increased by a uniform 2.4 per cent on the previous year in recognition of increased operational costs and the need to provide for future plant replacements. There has been adopted a \$10 p.a. increase in affiliation costs to \$ 280 p.a.. Parkes Sports Council will continue to administer the 5 year Northparkes Mine Sporting Grants program.

Council has installed the SMS based lighting control system for the field lighting at Northparkes, Pioneer, Spicer and Woodward ovals to accurately monitor the usage of on-field lighting. Parkes Sports Council will continue to maintain and monitor the SMS based lighting control system. A user based recording system ensures an accurate invoice is able to be generated and bring consistency and equity to the payment of field lighting for all associations.

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General Manager

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Mayor

The proposed 2015/16 pricing based on electricity usage at the respective grounds is as follows:

<b>Sports Field</b>	<b>Proposed Charge per Hour</b>
Spicer Oval	\$25.00 Full Field
Woodward Oval	\$25.00 Full Field
Pioneer Oval	\$12.50 Per Pole \$25.00 2 Poles \$50.00 4 Poles
Northparkes Oval	\$25.00 Half Power \$50.00 Full power
Harrison Park	Full Cost Paid by Parkes Soccer Association
Steven Davies Field	Full Cost Paid by Parkes Hockey Inc
Cheney Park	Full Cost Paid by Parkes Touch Association

(This includes electricity usage, service costs, and funds will be retained for bulb replacement)

A total \$15,000 has been set aside for transfer to the Plant Reserve for future plant upgrades and replacements.

The Draft Parkes Sports Council Budget 2015/16 (Attachment 1) was presented at the Sports Council meeting of 14 April, 2015, and following discussion and questions the attached budget has been approved in draft form to be discussed with respective sporting association members. Sports Council have asked that the associations provide comments by the 5th May 2015 to also enable any feedback to be included in response to the public submissions to Council's Draft 2015/16 Operational Budget.

In initial discussions at the Sports Council meeting, it was identified that there is a need to replace several items of plant in the short-term, and that there was difficulty to fund these due to the loss of a significant revenue source such as reduced interest income. It was agreed at the meeting that the Sports Council provide a public submission to the Council's Draft 2015/16 Operational Budget to ask for assistance to purchase a gang mower, and to include a program for Sports Ground Interpretative Signage Project (Refer Attachment 2).

## Attachments

1. Parkes Sports Council Budget 2015/16 (Presented to Sporting Associations 14 April 2015).
2. Public Submission to Draft 2015/16 Operational Budget - Purchase of Gang Mower and inclusion of Sports Ground Interpretative Signage Project correspondence received 15 April 2015.



General Manager



Mayor



Draft Annual Budget – 2015/16  
Parkes Sports Council

*Presented 14 April 2015*

1

A handwritten signature in black ink.

General Manager

A handwritten signature in black ink, reading "Ken Keith".

Mayor

## Parkes Sports Council

### 2015 – 2016 Budget Features

1. The Parkes Sports Council is required to present and adopt its annual budget at the April meeting to allow for its integration with the Shire Council Operational plan.
2. The Sports Council turnover will exceed \$117,000 in 2015/16.
3. A small surplus of \$ 3,330 has been proposed for the year 2015-16.
4. The Shire Council subsidy for the full 12 months is \$14,511, which is a contribution towards operational costs. This is an increase of 13.0 per cent on the previous year. The Shire Council employ 3 staff members whom maintain the Sporting Grounds, and meets the payroll component of the grounds maintenance.
5. There is planned additional funding of \$ 50,000 available in the Parkes Shire Council Operational Budget for Sporting Ground Maintenance in 2015-16. In addition \$ 50,000 has been allocated to implement the Sporting Grounds Master Plans within the Operational Budget.
6. Operating costs including depreciation and a contribution towards plant replacement, are estimated at \$ 79,930, while the contribution from sporting groups, schools, and other associations is \$ 62,480. This shortfall of \$ 17,450 is made up by the Council subsidy and a small amount of interest income. As the Sports Council interest income has been reduced due to the loss of investment opportunity due to receiving historically a larger subsidy, assistance from Council will be required to address future plant replacements.
7. Levies have been generally increased by a uniform 2.4 per cent on the previous year in recognition of increased operational costs and the need to provide for future plant replacements. Levies have been included for AFL as there is currently a senior teams scheduled to play in 2015-16.
8. There is a proposed \$10 p.a. increase in affiliation costs to \$ 280.00 p.a.
9. Parkes Shire Council had installation of a SMS based lighting control system for the field lighting at Northparkes, Pioneer, Spicer, and Woodward ovals to accurately monitor the usage of on-field lighting. Parkes Sports Council will continue to maintain and monitor the SMS based lighting control system. A user based recording system ensure an accurate invoice is able to be generated and bring consistency to the payment of field lighting for all associations.

It is proposed to invoice in 2015/16 based on usage at the respective grounds as follows:

Sports Field	Proposed Charge per Hour
Spicer Oval	\$25.00 Full Field
Woodward Oval	\$25.00 Full Field
Pioneer Oval	\$12.50 Per Pole \$25.00 2 Poles \$50.00 4 Poles
Northparkes Oval	\$25.00 Half Power \$50.00 Full power
Harrison Park	Full Cost Paid by Parkes Soccer Association
Steven Davies Field	Full Cost Paid by Parkes Hockey Inc
Cheney Park	Full Cost Paid by Parkes Touch Association

(This includes electricity usage, service costs, and funds will be retained for bulb replacement)

2



General Manager



Mayor

10. A total \$15,000 has been set aside for transfer to the Plant Reserve for future plant upgrades and replacements. It is proposed to approach Council for assistance with the replacement of the Gang Mower. This has been overdue for replacement for many years, and has added to the annual maintenance expenditure by many ongoing repairs needed to keep it operational.
11. Payments for all winter sports are due 18 August 2015 at the AGM and for summer sports on 1 January, 2016. Affiliation fees are payable upon receipt of invoice.
12. Parkes Sports Council will administer the Master Key System.
13. GST to be incurred for both affiliation and levy payments.
14. The budget does not reflect contributions made by most sports in the continued restoration of playing surfaces and upgrading of facilities.
15. This report does not recognise the hundreds of hours of voluntary labour carried out by sporting bodies which also spend large sums of money on grounds allocated to them. Additional assistance will again be sought from sporting bodies in effecting capital improvements to the grounds, a policy that sets Parkes Sports Council apart from similar groups in NSW.
16. Parkes Sports Council as a s355 committee of Parkes Shire Council will continue to administer and maintain the sporting grounds of Parkes and assist as required the maintenance for sporting fields in the outer lying towns of the shire. With the completion of the sporting grounds master plans by Parkes Shire Council, additional support will be sought from Council to enable the actions from these plans regarding maintaining sporting grounds to a high standard, and as outlined in the Progressive Delivery Program 2013-14 to 2016-17.

This proposed Budget is presented for and on behalf of the Executive of Parkes Sports Council for the year 2015/16.

B. Howard  
**CHAIRMAN**

A. Gersback  
**VICE-PRESIDENT**

A. McGrath  
**SECRETARY**

O. Jensen  
**TREASURER**



General Manager



Mayor



**Estimated Income & Expenditure Statement**

For the Year Ended 30th June 2015-16

Description	LaEstimate	Estimate
	30-Jun-15	30-Jun-16
<b>Income</b>		
Subsidies	\$ 12,842	\$ 14,511
Affiliation Fees	\$ 7,830	\$ 8,400
Levies	\$ 39,275	\$ 43,085
User Charges - Electricity Lights (SMS Based Billing)	\$ 9,000	\$ 9,270
Levies - Electricity Canteen	\$ 600	\$ 900
Levies - Gas	\$ 750	\$ 825
Donations	\$ 50	\$ 50
Harrison Memorial Bursaries	\$ 1,700	\$ 1,700
Hire Income (Special Events)	\$ 50	\$ 100
Interest Received	\$ 6,500	\$ 2,000
Northparkes Mine Sporting Grants	\$ 30,000	\$ 30,000
LG Touch Carnival	\$ 6,500	\$ 6,000
Other Income	\$ 1,000	\$ 1,000
<b>Total Income</b>	<b>\$ 116,097</b>	<b>\$ 117,841</b>
<b>Expenditure</b>		
Accountancy & Audit Fees	\$ 3,000	\$ 3,000
Advertising	\$ 150	\$ 150
Bank Fees and Charges	\$ 50	\$ 50
Bursaries Paid	\$ 2,500	\$ 2,500
Northparkes Mine Sporting Grants	\$ 30,000	\$ 30,000
LG Touch Carnival	\$ 6,500	\$ 5,000
Computer Supplies	\$ 350	\$ 350
Depreciation	\$ 17,743	\$ 17,920
Donations	\$ 100	\$ 100
<b>Electricity Expenses</b>		
Electricity Expenses - Cheney Park	\$ 600	\$ 610
Electricity Expenses - Harrison Park Irrigation	\$ 1,800	\$ 1,840
Electricity Expenses - McGlynn Park	\$ 400	\$ 410
Electricity Expenses - North Parkes Oval	\$ 4,200	\$ 4,280
Electricity Expenses - Pioneer Oval	\$ 5,300	\$ 5,920
Electricity Expenses - Spicer Oval	\$ 2,800	\$ 3,370
Electricity Expenses - Woodward Oval	\$ 2,100	\$ 2,140
<b>Electricity Expenses - (Sub-Total)</b>	<b>\$ 17,200</b>	<b>\$ 18,570</b>
Fuel and Oil	\$ 9,600	\$ 9,790
Gas - Pioneer Oval	\$ 700	\$ 710
Hire of Plant & Equipment	\$ 100	\$ 100
<b>Repairs &amp; Maintenance</b>		
Repairs & Maintenance - Buildings	\$ 1,900	\$ 1,920
Repairs & Maintenance - Grounds	\$ 4,200	\$ 4,240
Repairs & Maintenance - Irrigation / Sprinklers	\$ 8,100	\$ 8,180
Repairs & Maintenance - Light Replacement	\$ 1,100	\$ 1,110
Repairs & Maintenance - Motor Vehicles	\$ 2,100	\$ 2,120
Repairs & Maintenance - Plant & Equipment	\$ 1,000	\$ 1,010
<b>Repairs &amp; Maintenance - (Sub-Total)</b>	<b>\$ 18,400</b>	<b>\$ 18,580</b>
Seed, fertilizer & top dressing	\$ 9,900	\$ 10,100
<b>Total Expenses</b>	<b>\$ 116,293</b>	<b>\$ 117,430</b>
<b>Net Profit (loss) attributable to the association</b>	<b>-\$ 196</b>	<b>\$ 410</b>
<b>Plus</b> Depreciation	\$ 17,743	\$ 17,920
<b>Total Funds Available</b>	<b>\$ 17,547</b>	<b>\$ 18,330</b>
<b>Less</b> Transfer to Plant Reserves	<b>-\$ 15,000</b>	<b>-\$ 15,000</b>
<b>Surplus / Deficit</b>	<b>\$ 2,547</b>	<b>\$ 3,330</b>

General Manager

Mayor

**Parkes Sports Council**  
**Estimated Levies - 2015/16 (Note a)**

**Income**

<b>Proposed Levies &amp; Charges</b>		<b>Affiliation</b>	<b>Gas</b>	<b>Electricity - Canteen ^^</b>	<b>Electricity Lighting Usage</b>	<b>Usage Chgs~</b>	<b>Total 2015-16</b>	<b>Usage Charges 2014-15</b>
		<b>\$ (Ex-Gst)</b>	<b>\$ (Ex-Gst)</b>	<b>\$ (Ex-Gst)</b>	<b>\$ (Ex-Gst)</b>	<b>\$ (Ex-Gst)</b>	<b>\$ (Ex-Gst)</b>	<b>(Usage Charges - For Reference &amp; Comparison)</b>
<b>Sporting Groups</b>								
Netball (Senior & Junior)		280	-	-	*	1,640	1,920	1,600
Hockey (Senior & Junior)		280	-	-	*	4,440	4,720	4,340
Cricket - Junior		280	-	-	^^^	2,600	2,880	2,540
Cricket - Senior		280	-	-	^^^	4,550	4,830	4,440
Rugby League Senior	^^	280	650	165	^^^	4,180	5,275	4,080
Rugby League Junior	^^	280	250	165	^^^	2,410	3,105	2,350
Rugby Union Senior & Junior	^^	280	-	165	^^^	4,040	4,485	3,950
Soccer (Senior & Junior)		280	-	-	*	5,215	5,495	5,085
Touch Footy (Senior & Junior)		280	-	-	*	3,670	3,950	3,580
Little Athletics	^^	280	-	165	^^^	1,640	2,085	1,600
AFL		280	-	165	^^^	750	1,195	-
Parkes Golf Club		280	-	-	-	-	280	-
Parkes Tennis Club		280	-	-	*	-	280	-
Trundle Junior League		280	-	-	-	-	280	-
Trundle Senior League		280	-	-	-	-	280	-
Tullamore Little A's		280	-	-	-	-	280	-
<b>Sporting Groups Total</b>		<b>4,480</b>	<b>900</b>	<b>825</b>	<b>-</b>	<b>35,135</b>	<b>41,340</b>	<b>33,565</b>
<b>Schools</b>								
Parkes High School		280	-	-	-	1,250	1,530	1,120
Parkes Public School		280	-	-	-	570	850	460
Middleton Public School		280	-	-	-	570	850	460
Holy Family Primary School		280	-	-	-	410	690	300
East Parkes Public School		280	-	-	-	570	850	460
Parkes Christian School		280	-	-	-	610	890	300
Peak Hill Central School		280	-	-	-	-	280	-
St Joseph's Peak Hill		280	-	-	-	-	280	-
St Patricks School Trundle		280	-	-	-	-	280	-
Trundle Central School		280	-	-	-	-	280	-
Tullamore Central School		280	-	-	-	-	280	-
<b>Schools Total</b>		<b>3,080</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,980</b>	<b>7,060</b>	<b>3,100</b>
<b>Other Groups</b>								
Parkes Harness Racing Club		280	-	-	-	990	1,270	870
Parkes Pony Club		280	-	-	-	990	1,270	-
Parkes Kennel Club		-	-	-	-	-	-	-
Parkes PA & H Association		280	-	-	-	990	1,270	870
Parkes Jockey Club		-	-	-	-	-	-	-
Elvis Revival Committee (Line Marking & Rehabilitation)		-	-	-	-	1,000	1,000	870
<b>Other Groups Total</b>		<b>840</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,970</b>	<b>4,810</b>	<b>2,610</b>
<b>Sub-Total Levies and Charges</b>		<b>8,400</b>	<b>900</b>	<b>825</b>	<b>-</b>	<b>43,085</b>	<b>53,210</b>	<b>39,275</b>
<b>Total Levies and Charges</b>		<b>8,400</b>	<b>900</b>	<b>825</b>	<b>-</b>	<b>44,810</b>	<b>53,210</b>	

**Notes:**

~ Ground Usage Fees generally increased by 2.40% prior to adjustments made for new associations, schools and other groups.

<b>Annual Increase %</b>
<b>2.40%</b>

\* Sporting group pays for their own electricity costs

^^ Canteen Electricity Contribution Costs - (Currently 50% Council 50% Sports Council - Sporting Association (> 01/07/2015), Levy relates to Electricity to power Canteen (Including share of Approximately \$100 \* 50% (Per Quarter per Site) ie <Min \$200 p.a. Service Charge Alone per Ground + Power Usage (Proposed to include in Levies Invoice, a Electricity Levy of \$ 165.00 p.a.

^^^ Electricity Consumption to be direct cost of Associations where SMS Based Measuring System is installed at Grounds. As per Resolution 13-133 per the ordinary meeting dated 02.04.2013 - Council has endorsed the installation of a SMS Based Recording System for the Lighting at Northparkes, Pioneer, Spicer, and Woodward Ovals. Sports Council will invoice based on usage at the respective grounds as follows:

Spicer Oval - \$ 25 per hour  
Pioneer Oval - \$ 25 per hour (2 Poles)  
- \$ 50 per hour (4 poles)  
Northparkes Oval - \$ 25 per hour (6 poles)(Half-Power) \$ 50 per hour (6 Poles)(Full Power)  
Woodward Oval - \$ 25 per hour  
(This includes electricity usage, service costs, and bulb replacement)

Levies for winter sports due and payable August 18, 2015  
Levies for summer sports due and payable January 1, 2016  
All affiliation payments due and payable immediately upon receipt of invoice.  
GST to be incurred for both affiliation/levy payments.

■

General Manager

Mayor

PARKES SPORTS COUNCIL  
PLANT REPLACEMENT PROGRAM

	YEAR LAST PRESENT COMPLTD	VALUE	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Dual Cab Utility - New - Council	2010/11	10,000																	
Tractor - Budget Utility 55hp	2002/03	50,000																	
Tractor - Mowing 65hp	2003/04	50,000																	
Ride on Mower (John Deere)	2007/08	7,000	8,688																
Roller - Ride on Turf (Woodward)	1988	5,000																	
Roller - Ride on Turf (Cheney Park)	1993	5,000																	
Roller - Ride on Turf (Northparkes)	2003/04	3,000																	
Line Marker (1) Upgraded	2010/11	2,200								7,790									
Line Marker (2)	2010/11	4,400										3,428							
Coring Machine	2010/11																		
Mowers - Gang - Upgrade	2001/02	10,000		60,000					14,256										
Mowers - Gang - Upgrade	1983	8,000																	
Kercher - Blower / Sweeper	2002/13	11,810						10,751											
Turbo Flail Mower Course Cutter - to be disposed	2000/01	3,400													12,000				
Turbo Flail Mower Fine Cutter	2005/06	3,400							4,846										
CAPITAL EXPENDITURE			8,688	60,000	37,668	74,581	10,751	25,842	19,106	7,790	64,981	3,428	10,906	16,528	12,000	75,401	32,510	8,768	0
TRANSFERS TO RESERVES			15,000	15,000	15,000	15,000	20,000	25,000	25,000	25,000	35,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
PARKES SHIRE COUNCIL PLANT RESERVES				60,000			60,000												
ESTIMATED PLANT RESERVE BALANCE 30 June 2015			8,027	23,027	359		779	9,185	15,079	32,289	2,308	23,880	37,974	46,446	59,446	9,045	1,535	17,767	42,767

  
General Manager

  
Mayor



The Secretary  
PO Box 370  
PARKES NSW 2870

ABN 33 829 884 485

Mobile: 0418 477 823  
Phone: 02 6861 2327  
Email: [sport@parkes.nsw.gov.au](mailto:sport@parkes.nsw.gov.au)

The General Manager  
Parkes Shire Council  
PO Box 337  
PARKES NSW 2870

Dear Sir,

**Re: Public Submission to Draft 2015-16 Operational Budget - Purchase of Gang Mower and inclusion of Sports Ground Interpretive Signage Project**

At its meeting held on 14 April 2015, the delegates to the Parkes Sports Council agreed to move that the following items be considered for inclusion in the 2015-16 budget.

**1. Purchase of Field Mower**

The existing sports field cylindrical gang mowers are simply worn out. They have been maintained well past their useful life and are becoming increasingly time consuming to maintain, sharpen and repair. In addition, it is difficult to adjust the cut height. The Sports Council currently does maintain a plant replacement program, however with the changes to the staffing arrangements, there has been a significant reduction in interest income. This has impacted on the Sports Council's ability to provide for future plant replacement. Therefore, the Sports Council is seeking Council assistance in providing for the replacement of the Sports Field mower out of the Plant Replacement Reserve. The estimated cost of a suitable PTO driven rotary mower is \$60,000.

**2. Sports Field Interpretive Signage**

The Sports Council supports the erection of suitable signage at all grounds outlining why the ground was named. This is appropriate given the imminent naming ceremony for Jock Colley Field. The Sports Council is happy to be involved in deciding on format and wording.

I hope Council can see the benefits to including these items in the budget.

Yours Faithfully

  
Anthony McGrath  
Secretary



Acting under authority granted by the Parkes Shire Council



General Manager



Mayor

## 11.4 (DTCS) Tourism and Event Update April 2015

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### Executive Summary

A brief update of general Shire tourism and event activities.

### Background Information

Nil.

### Legislative or Policy Implications

Nil.

### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Plan Future Direction relating to:  
*4.2 Grow and Diversify the Economic Base: Increase visitation and length of stay across the Parkes Shire.*

Predicted positive effect / opportunity for the Delivery Plan: *Excellent*

Predicted negative / challenge to the Delivery Plan: *Low*

### Quadruple Bottom Line



*Economic* ★★★★★



*Environmental* ★★★★★



*Social* ★★★★★



*Civic Leadership* ★★★★★

### Budget & Financial Aspects

Nil.

### Recommendation

That the Tourism and Event Update be received and noted.

### Report

#### 1. Destination Website Launch

The Destination Website [www.visitparkes.com.au](http://www.visitparkes.com.au) has had final content uploaded and is ready to be launched on 22 April 2015.

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General Manager

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Mayor

This will coincide with the launch of the latest tourism promotional video 'Discover the Magic of Parkes Shire' that points viewers to log onto the Visit Parkes website to learn more about the Shire. Council engaged Geagle Productions to film, edit and create the 3 minute video that will be available to view on the new website, through our social media networks and on YouTube.

This is a key marketing initiative funded under the Special Rate Variation program which will assist in promoting Parkes Shire as a destination separate to that of Council's website.

## **2. Peak Hill Open Cut Experience Improvements**

Under its arrangement with Alkane Resources and in an effort to provide a number of interesting and engaging tourism experiences throughout the Shire, Parkes Shire Council manages the walking trails and visitor experience at the Peak Hill Open Cut Gold Mine.

The Open Cut Experience incorporates a series of walking trails that link viewing areas around five open cut pits. Interpretation is provided along the walking trails and at the viewing areas, with information provided on early and modern mining techniques, the Peak Hill operation, geology, and the social, cultural and natural history of the area.

Council has recently reviewed the visitor experience at the Peak Hill Open Cut and is currently planning a number of improvements to site amenity and appeal to ensure it continues to attract visitors.

Council's Tourism and Economic Development Project Officer Kelly Hendry is coordinating the project management and working with consultants and a local stakeholder group to facilitate improvements to the entrance of the attraction, track consolidation, signage and way-finding.

## **3. Tourism Partnership Program**

Parkes Shire Council's tourism unit set up a Partnership Program offering local food and retail outlets, accommodation providers, events and attractions the opportunity to develop stay, eat and play packages to sell the "Parkes Experience".

The benefits include:

- ☐ A one-year listing on the Visit Parkes website, including a link to your website
- ☐ Be part of "Stay, Play & Eat" packages to be promoted on the website, via e-newsletters and in print at the Parkes Visitor Information Centre
- ☐ Opportunity to collaborate with Parkes Tourism in marketing campaigns at trade shows & expos
- ☐ Opportunity to promote your event, accommodation venue, attraction, retail or food outlet via Parkes Tourism social media streams, with 6 guaranteed posts throughout the year

We are processing applications, with 13 local businesses taking part so far. The Tourism Unit is also in talks with other accommodation providers, local retail and food outlets that have flagged an interest to be involved.

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General Manager

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Mayor

#### **4. Newell Highway Promotions Committee**

The Newell Highway Promotions Committee (NHPC) has held discussions with Tourism Australia about putting the Newell Highway on its 'Drive Australia' routes. A copy of the current Tourism Australia 'Drive Australia' routes leaflet is attached.

The Promotions Committee has also been actively promoting the recently launched Newell Highway brochure at Sydney's Caravan and Camping Show and it has been receiving a pleasing response. The brochure is a major marketing tool for the NHPC promoting the Newell Highway as a preferred inland touring route connecting Melbourne and Brisbane. The printed brochure complements a suite of on-line promotions including a website which is being updated to be mobile friendly.

#### **5. Central NSW Tourism – Inland Tourism Awards Workshop**

Central NSW Tourism is hosting a free workshop, run by industry expert Karina Growth (Tourism Business Solutions), to assist operators with applications for the Inland Tourism Awards.

There are 25 categories for the awards for any event, VIC, business or operator to put forward a submission. The awards offer a platform for exposure and marketing of businesses.

The free workshop is on Tuesday 21 April from 11am-3.30pm at Orange City Council.

#### **6. Social Media Workshop**

Council's Acting Tourism Manager and Community Engagement Officer are taking part in a social media and content marketing workshop in Forbes on the 4 May 2015.

'Content Kin' is a creative and interactive workshop that explores social media and content planning ideas and challenges. Topics to be discussed include:

- ☐ Identifying your 'why' and understanding how critical it is to building your digital tribe
- ☐ Understanding the new marketing paradigm and the four Cs of being social
- ☐ Knowing which social platforms are right for you
- ☐ Nailing your content marketing mission
- ☐ Identifying customer personas
- ☐ Finding your content themes, brand stories, and understanding the content people crave
- ☐ Content audit to discover what you already have at your finger tips
- ☐ Developing a content calendar
- ☐ Tools for managing & measuring social media

#### **7. Elvis Festival Planning Update**

##### **2016 Feature Concert Series**

Donny Edwards to Parkes as the headline act for the 2016 Feature Concert series. Donny's engagement was announced via media release on Monday 30 March.

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General Manager

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Mayor

### **2016 Sponsorships and Funding**

The Festival is also currently renegotiating with existing sponsors and continues discussions with potential new sponsors.

### **2016 Marketing and Publicity**

The 2016 Parkes Elvis Festival Program Launch is scheduled for Monday 14 September 2015 at 10am with the venue to be confirmed.

## **8. Events Update**

### **Events Wrap Up:**

March was an extremely busy month for events, with plenty to keep the community entertained and increase tourist visitation to the Parkes Shire. National Clean-Up Australia Day was held on Sunday 1 March. Volunteers managed significant clean-ups in the areas of PAC Park, Memorial Hill, the BMX track on Eugowra Road and reserves off Wellington Road. On Friday 6 March, Parkes Quota Club celebrated International Women's Day 2015 with a breakfast at Bushman's Motor Inn. A capacity crowd attended the morning function that included a guest speaker and entertainment. The Westliffe & Rotary Charity Golf Day was also held at Parkes Golf Club on Sunday 8 March and remains a popular annual fundraising event.

National Senior's Week was celebrated from 14 - 22 March with various activities on around the Shire including special workshops in Trundle. The third annual Big Ride 4 Parkinson's saw riders arrive at Parkes Showgrounds mid-afternoon Saturday 14 March. This year there was an 'old car & bike display' at the Showgrounds (courtesy of local car clubs), food stalls, a demonstration by Australia's number 1 stunt bike rider, Dave McKenna and entertainment by the band "The Works", with Angry Anderson also performing a set. The fundraiser event was well attended by the community.

The annual fundraiser for Can Assist, the Indoor Marbles Championships, were held at the Parkes Golf Club on Friday 20 March with a positive turnout. Also the finals of the WW1 Singing Competition (as part of ANZAC Day 100 Year Gallipoli Landing Anniversary Commemoration) took place at the Parkes Services Club on 25 March with a range of talents taking part.

### **Events Coming Up:**

There are several key events in **April** including the annual **Tullamore Irish Festival** from 3-5 April. The tourism unit took part in the market stalls with the set-up of an information stand promoting the Shire. More than 1000 people attended the Festival. More than 55 cars from the **Renault Car Club of Australia visited Parkes** on Easter Sunday, with a display on the lawns at the Henry Parkes Centre and a tour to the Dish. Council's Tourism Unit prepared welcome promotional packs for each car. Other activities for April include the Pop-Up Cinemas planned for **National Youth Week 2015 from 10-19 April**, a 'Candles in Cooke Park' pre-ANZAC Day commemoration on Sunday 19 April and the **ANZAC Day 100 Year Anniversary Commemoration on 25 April**.

Staff in the Mayor's office have put in a lot of extra work this year in to ensure this important community event is a major success.



General Manager



Mayor

Preparations for the annual **Trundle ABBA Festival** are well underway. The Festival is on 2 May. Council's Event Development Officer is also currently coordinating the **24th National Town Crier Championships** to be held in conjunction with Sir Henry Parkes 200th Birthday Celebrations on 27 May.

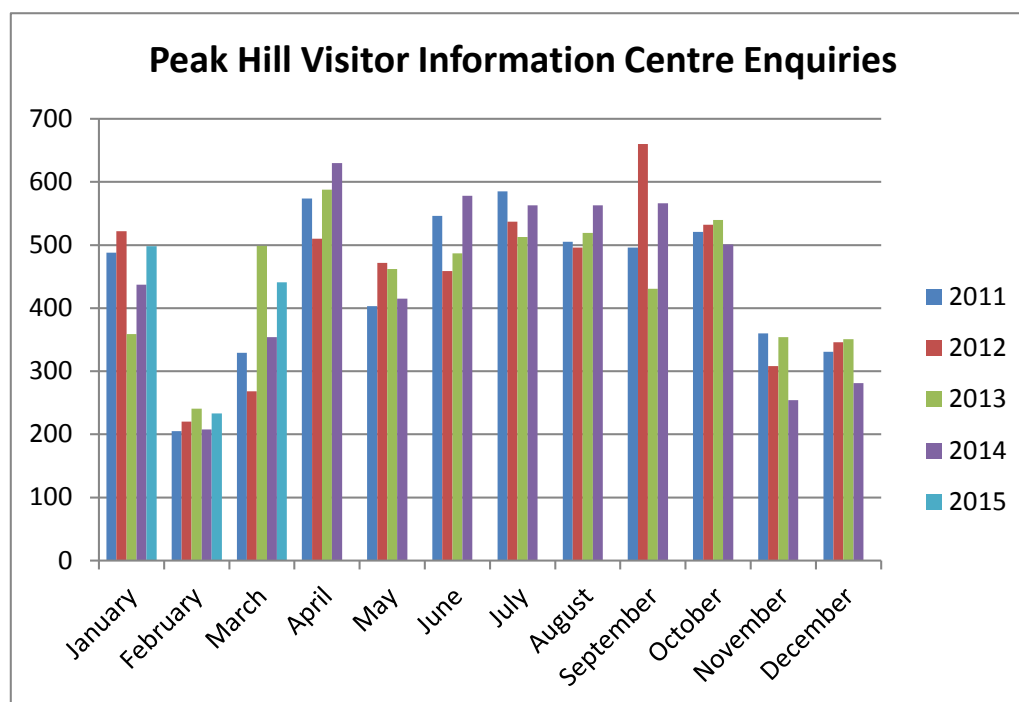
### **Event Submissions:**

Council's Events Development Officer has completed an Expression of Interest (EOI) on behalf of Parkes Shire Council for Parkes to host the NSW Football Under 15 Boys State Championships via Sports Marketing Australia (SMA).

The sporting event is scheduled for late September 2015 and Council is awaiting the result of the EOI from Sports Marketing Australia. The outcome will be reported at the next Council meeting.

## **9. Peak Hill Visitor Information Centre Numbers**

The volunteer managed Peak Hill Visitor Information Centre operated from Peak Hill Country Crafts provides visitor statistics. Statistics from 2011 to 2014 are provided for the information of Council. 441 visitors were recorded during the month of March 2015, representing a 25% increase based on the same period in 2014.

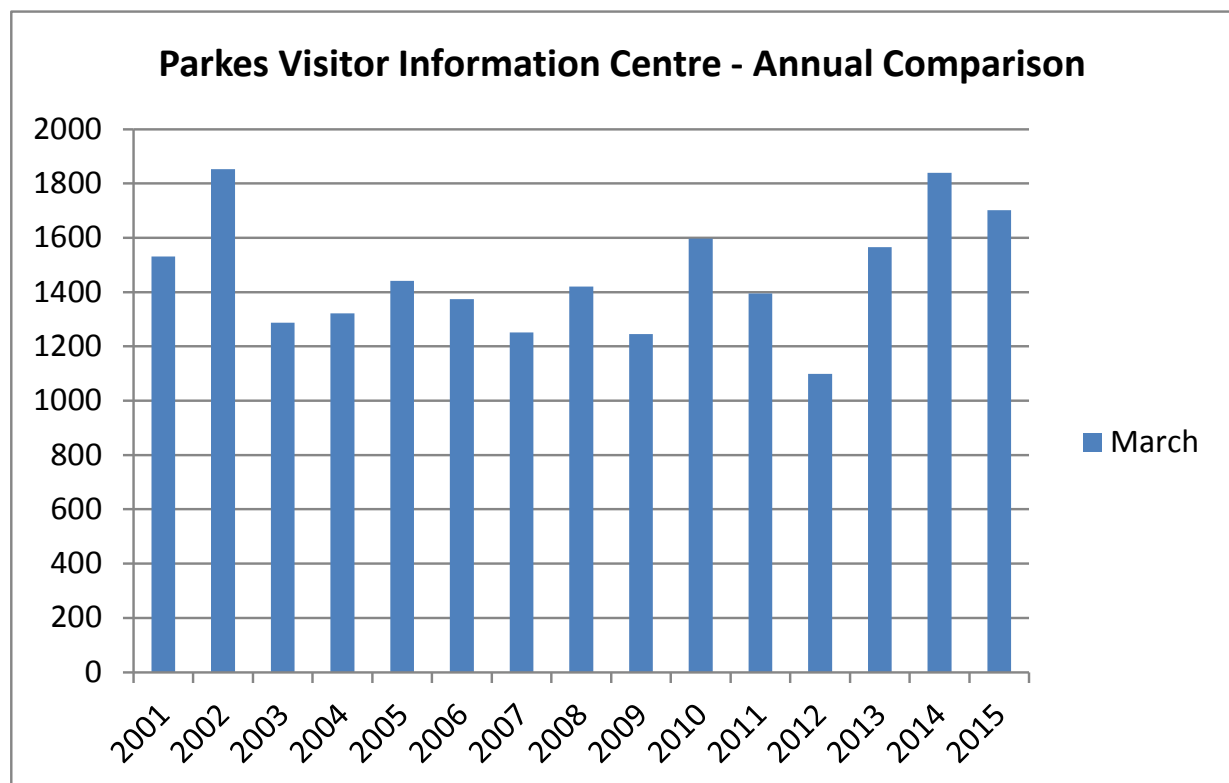
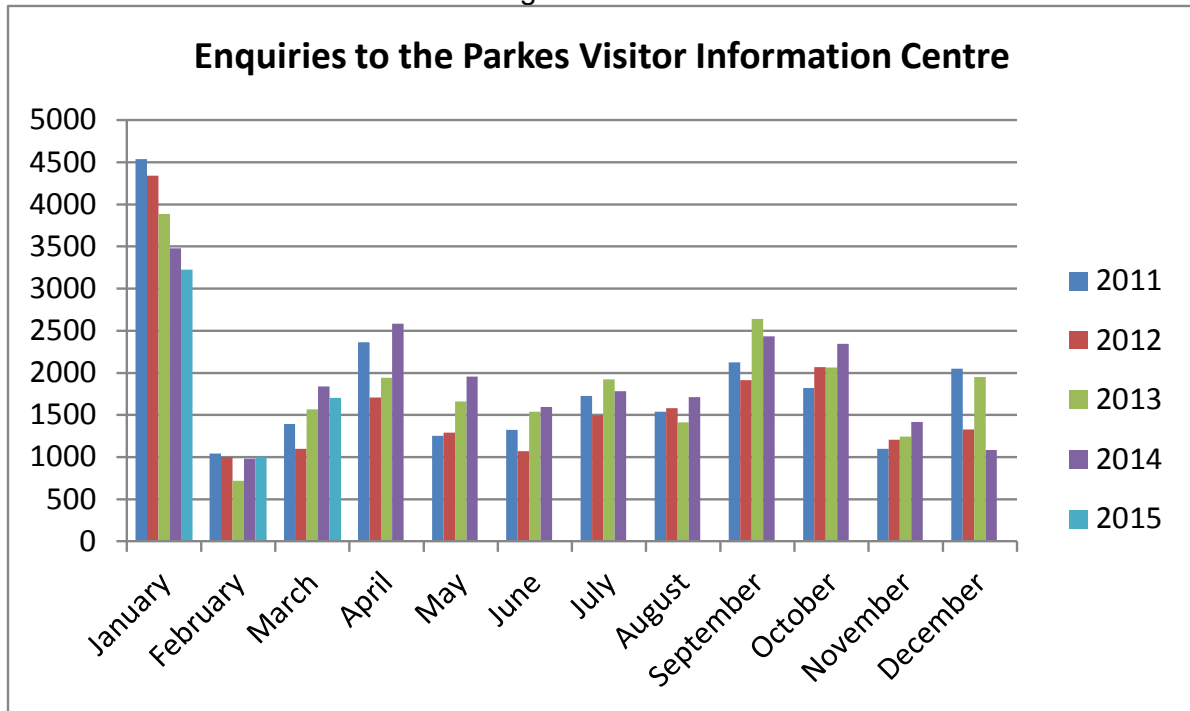


General Manager

Mayor

## 10. Parkes Visitor Information Centre Numbers

Enquiries to the Council managed Parkes Visitor Information Centre for the month of March 2015 totalled 1,701 visitors which represents an 8% decrease on the same period in 2014 and a 16% increase on the March average.

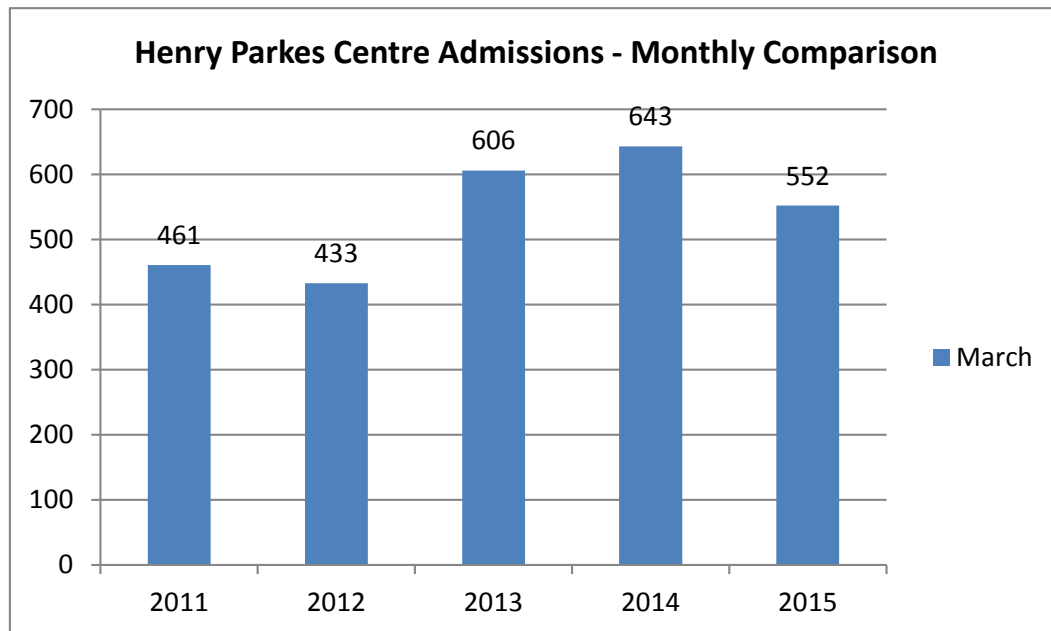
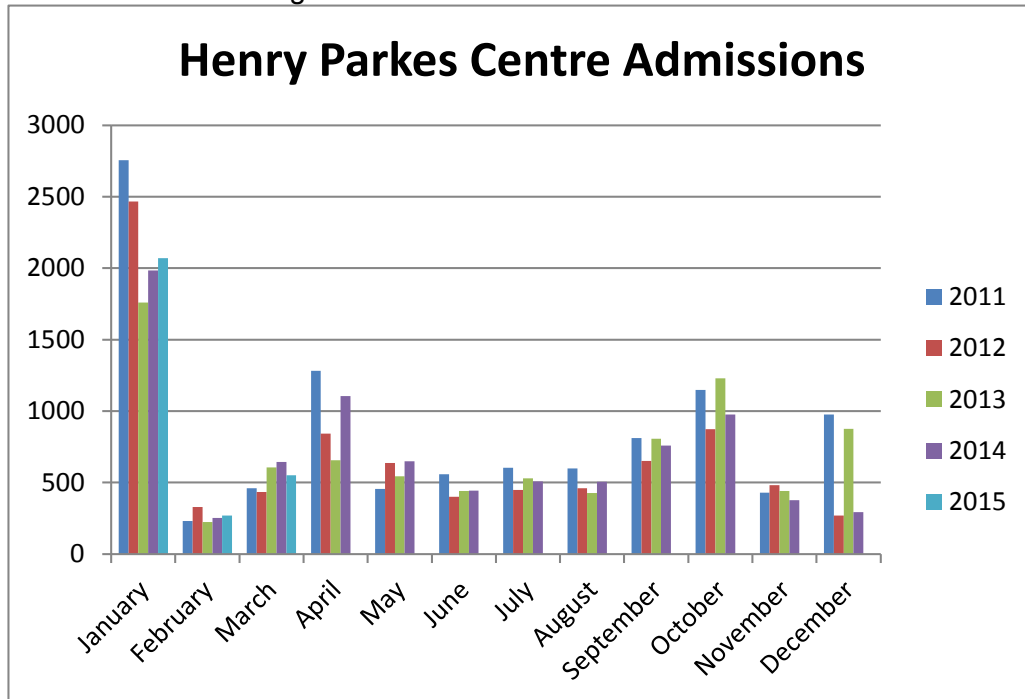


General Manager

Mayor

## 11. Henry Parkes Centre Visitor Numbers

Results from admissions to the Council managed Henry Parkes Centre for 2011-2014 are provided for the information of Council. Ticketed admissions for the month of March 2015 totalled 552 people. The paid admissions, which down on last year, represents a 2% increase on the March average.



## Attachments

1. Visit Parkes Website Launch – Media Release
2. Drive Australia leaflet

General Manager

Mayor



PARKES VISITOR INFORMATION CENTRE  
**M E D I A   R E L E A S E**

**Date of release: 17 April 2015**

**LAUNCH OF NEW VISIT PARKES WEBSITE AND PROMOTIONAL VIDEO**

Tourists are being urged to "Discover the Magic of Parkes" with the upcoming release of the new Visit Parkes website ([www.visitparkes.com.au](http://www.visitparkes.com.au)) and tourism promotional video.

The website and promotional video will be launched at the Henry Parkes Centre on **Wednesday 22 April 2015**.

The website has a fresh, clean look, is easy to navigate, mobile-friendly and includes up-to-date event and tourism information. The promotional video will also be a feature on the homepage.

The website is a key marketing initiative funded under the Special Rate Variation program which will assist in promoting Parkes Shire as a destination, separate to that of Council's website.

Council's Acting Tourism Manager, Beth Link said "It's our first dedicated destination website for Parkes Shire as [visitparkes.com.au](http://visitparkes.com.au) currently redirects people to Council's website. It's all about taking the tourism experiences of the Shire into the online world."

"The promotional video is a must-see for locals and visitors alike. It portrays a story of discovery. The video aims to awaken the senses of potential visitors, making them want to 'discover the magic' of our Shire." Ms Link added.

Parkes Shire Council Mayor, Ken Keith said "The website will be constantly updated to ensure the latest information is available. It is an extension of Council's visitor services and commitment to developing tourism as a key economic driver for the community."

**MEDIA LAUNCH DETAILS**

**WHAT:** Visit Parkes website and promotional video launch

**WHEN:** Wednesday 22 April, 2015

**WHERE:** Meeting Room, Henry Parkes Centre

**TIME:** 10am

END RELEASE

**MEDIA INFORMATION**

*For additional comments and photo opportunities, please contact:*

**Beth Link | Acting Tourism Manager | Parkes Shire Council**

**Ph: (02) 6862 6000 | Mobile: 0400 165 338 | Email: [beth.link@parkes.nsw.gov.au](mailto:beth.link@parkes.nsw.gov.au)**



Henry Parkes Centre, Newell Highway | PO Box 532 | PARKES NSW 2870  
PH (61) 02 6862 6000 | FAX (61) 02 6862 1023  
EMAIL [tourism@parkes.nsw.gov.au](mailto:tourism@parkes.nsw.gov.au) | WEBSITE [www.visitparkes.com.au](http://www.visitparkes.com.au)

General Manager

Mayor

Drive Australia

Site Requires Javascript - turn on javascript!

Welcome to the official Australian tourism website. The site uses cookies [Find out more.](#)


[Holiday in Australia](#)


[Plan a Business Event](#)

Things to Do

Places to Go

Plan Your Trip





ADD TO YOUR DREAM TRIP

[Home](#) [Travelling  
Australia](#)

Drive Australia

From coastal journeys and outback adventures, an Australian road trip is one of the best ways to experience our wide-open spaces and magnificent scenery.

<http://www.australia.com/en/itineraries/drive-australia.html>[18/03/2015 1:30:29 PM]



General Manager



Mayor

#### Drive Australia

Driving is one of the best ways to see Australia. From short trips to epic self-drive holidays and 4WD adventures, Australian road trips cover every length and landscape.

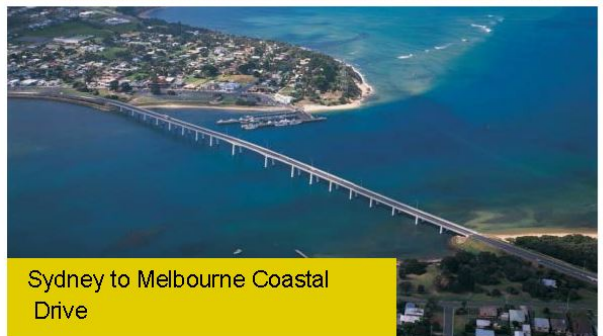
Driving Australia can be easy on most routes but you need to be prepared for the distances, road rules, 4WD tracks and outback roads you might travel. Make sure you are well prepared for your road trip in Australia with our [road safety tips](#).



Pacific Coast Touring Route, New South Wales



Pacific Coast Touring Route, Queensland



Sydney to Melbourne Coastal Drive

<http://www.australia.com/en/itineraries/drive-australia.html>[18/03/2015 1:30:29 PM]

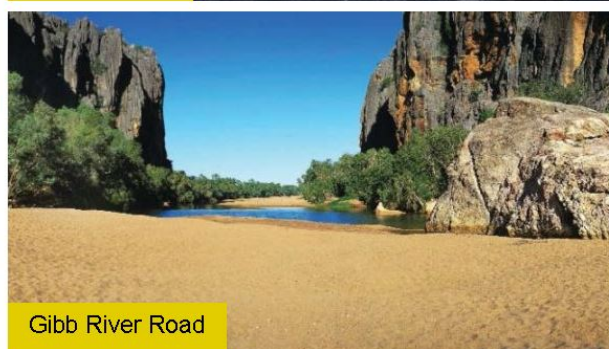
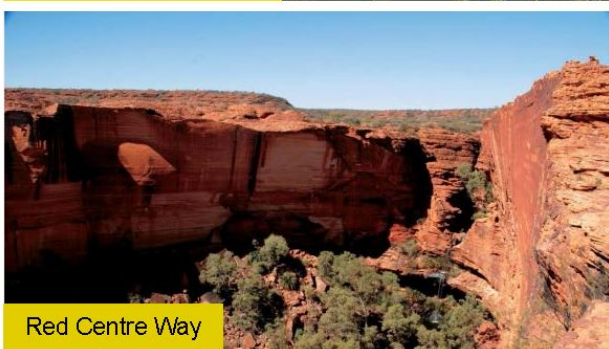
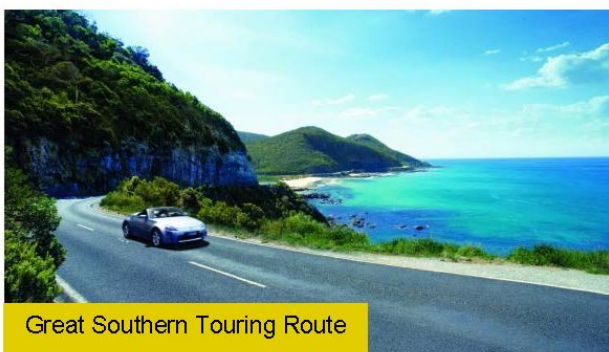


General Manager



Mayor

Drive Australia



<http://www.australia.com/en/itineraries/drive-australia.html>[18/03/2015 1:30:29 PM]



General Manager



Mayor

Drive Australia



Circle Tasmania



East Coast Escape

AUSTRALIA.COM

Change your country and language

English International

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<http://www.australia.com/en/itineraries/drive-australia.html>[18/03/2015 1:30:29 PM]

General Manager

Mayor

## 11.5 (DTCS) Library Service Statistics and Monthly Update

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### Executive Summary

Library usage statistics for the month of March 2015 and recent activities are provided for the information of Council.

### Background Information

The statistics are provided to monitor service utilisation levels and to assist with the overall analysis of trends evolving over time. The information covers the areas of volume of items issued, Local History Resource Centre utilisation, visitation numbers and Internet resource usage.

### Legislative or Policy Implications

Nil.

### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to:

*1.5.1 Develop Lifelong Learning Opportunities - Provide Lifelong learning opportunities for the community through Parkes Shire Library, and*

*6.4 Ensure the Library is an ongoing cultural, recreational, learning centre for the community.*

Predicted positive effect / opportunity for the Delivery Program: *Excellent*

Parkes Shire Library administration, events and activities are continuing to meet the actions outlined in the Delivery Plan.

Predicted negative / challenge to the Delivery Program: *Negligible*

### Quadruple Bottom Line



*Economic* ★★★★★



*Environmental* ★★★★★



*Social* ★★★★★



*Civic Leadership* ★★★★★

### Budget & Financial Aspects

Nil.

### Recommendation

1. That the information be noted.
- 

General Manager

Mayor

2. That the review of library services be rescheduled to July 2015.

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General Manager

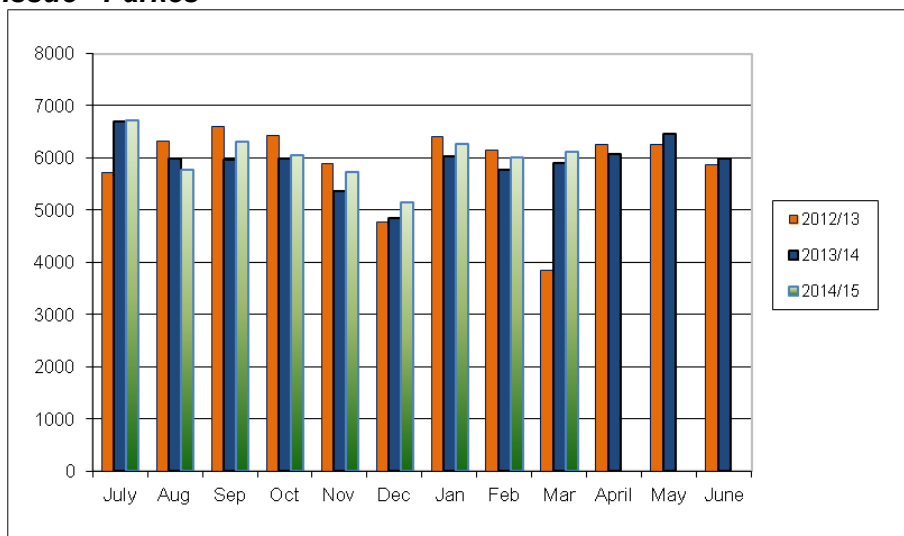
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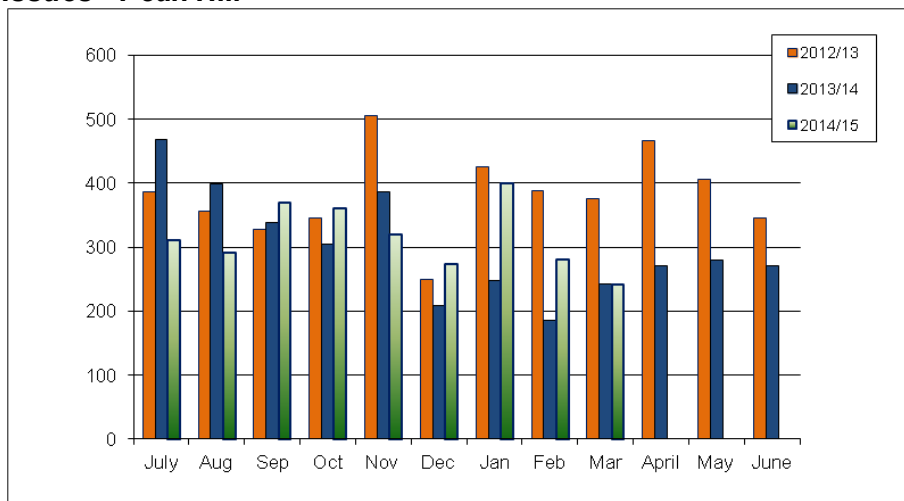
Mayor

## Report

### Issue - Parkes



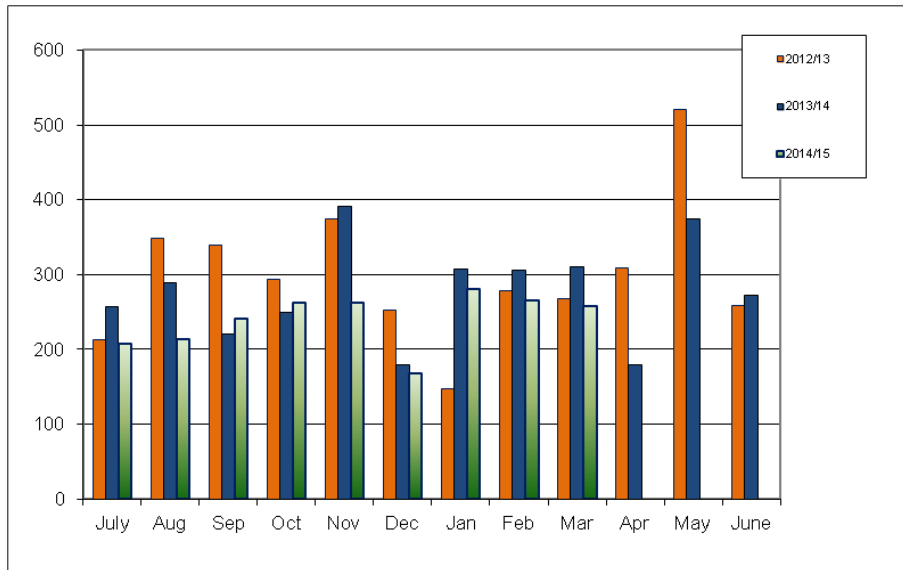
### Issues - Peak Hill



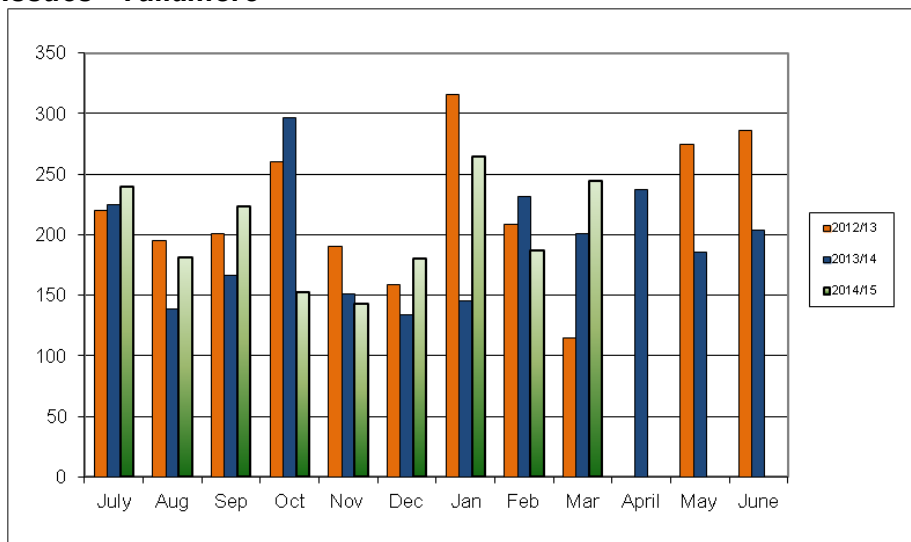
General Manager

Mayor

### Issues - Trundle



### Issues - Tullamore



General Manager

Mayor

	Parkes Visitor Count *		Parkes Internet Sessions		Local History Count	
	13/14	14/15	13/14	14/15	13/14	14/15
<b>July</b>	5288	5621	699	709	20	25
<b>August</b>	4980	4442	684	583	21	21
<b>September</b>	5710	5459	580	769	15	30
<b>October</b>	5127	5403	585	722	28	22
<b>November</b>	4547	4746	611	685	22	30
<b>December</b>	3821	3792	557	656	13	28
<b>January</b>	4960	6471	723	668	23	13
<b>February</b>	4756	4935	630	656	16	39
<b>March</b>	5153	<b>5892</b>	705	<b>741</b>	21	<b>43</b>
<b>April</b>	5039		654		14	
<b>May</b>	5402		674		36	
<b>June</b>	4665		615		30	
<b>TOTAL</b>	<b>59448</b>	<b>46761</b>	<b>7717</b>	<b>6189</b>	<b>259</b>	<b>251</b>

\*Includes staff coming and going.

++ New system introduced. Reporting method being assessed.

### New Members

	Parkes		Peak Hill		Trundle		Tullamore	
	13/14	14/15	13/14	14/15	13/14	14/15	13/14	13/14
<b>July</b>	70	98	3	8	1	0	1	3
<b>August</b>	58	175	2	7	2	0	4	4
<b>September</b>	180	65	1	2	0	0	4	0
<b>October</b>	56	47	1	2	0	1	0	1
<b>November</b>	42	49	4	3	2	1	2	0
<b>December</b>	39	41	2	0	0	1	0	0
<b>January</b>	54	66	3	9	1	2	1	0
<b>February</b>	93	79	1	5	4	1	0	0
<b>March</b>	62	<b>74</b>	4	<b>0</b>	3	<b>5</b>	2	<b>0</b>
<b>April</b>	56		2		1		1	
<b>May</b>	78		3		1		0	
<b>June</b>	76		0		3		4	
<b>TOTAL</b>	<b>864</b>	<b>596</b>	<b>26</b>	<b>36</b>	<b>18</b>	<b>11</b>	<b>19</b>	<b>8</b>

### Activities and Events -

<i>March</i>	<i>Attendees</i>	<i>No. of sessions</i>
<b>Computer classes</b>	12	4
<b>School class visits</b>	221	8 Parkes, 2 Trundle, 1 Tullamore
<b>Storytime</b>	115	8 sessions
<b>Rhyme Time *</b>	316	10 sessions
<b>Currajong Disability Service</b>	57	4 sessions
<b>Author-ised, Writing Group</b>	17	1 session

\* (Adults and children are counted for Rhyme Time and PyjamaRama sessions as the session is equally about early literacy skills and giving parents the confidence to continue this effort at home.)

**Central West Comics Festival** - On March 14 and 15 Parkes Library and Kings Comics held a festival to celebrate a unique genre of literature - cartoons, comics, graphic novels.



General Manager



Mayor

The Festival offered something for all ages - Workshops for children, youth and adults, Alison Lester picture book art exhibition, family storytime, Cosplay, panel discussion, and most importantly, opportunities for fans to meet comic creators, purchase comics and pop culture merchandise.

Comic creators and artists that shared their comic writing experiences were Marcelo Baez, Julie Ditrich, Chewie Chan, Bruch Mutard, Sorab Del Rio and Patrick Purcell.



Feedback from Festival goers and artists have been positive.

*"I loved the workshops at Comics Fest. It was so cool. The artists were so good. I learnt so much. I could not decide which workshop was the best. I just loved them both. I will definitely be back again next year. It was AWESOME!!"* Jack (Peak Hill)

*"A massive THANKS to all the amazing staff at Central West Comics Fest at Parkes, New South Wales Rachael and I had such a great time... So amazed at the enthusiasm of the comic fans in Parkes!"* Marcelo Baez.

The Festival was assisted by the Australian Government through the Australia Council for the Arts, its arts funding body, and the Arts NSW County Arts Support Program, a devolved funding program administered by Regional Arts NSW and Local Regional Arts Boards on behalf of the NSW Government.

**Exhibition, Truth in Historic Photos Revealed** - Delving into fascinating stories behind some of Australia's most iconic photographs, *Behind the Truth*, a State Library of NSW travelling exhibition, was on display at Parkes Library from March 28 to April 9.

General Manager

Mayor

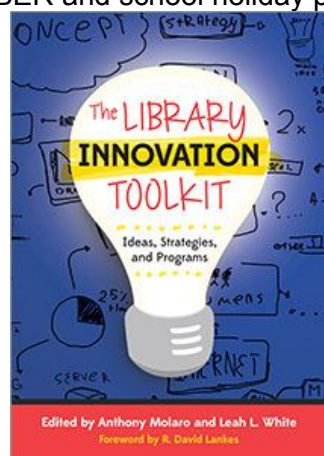


The exhibition featured 10 iconic images from the State Library's unrivalled collections that question the role of truth in photography and illustrated the duplicity behind some very famous imagery, such as such as Edward Searle's heroic image Southern Sun in Sydney, 1930.

Southern Sun in Sydney celebrates the arrival in Sydney of pioneer aviatrix Amy Johnson, the first woman to fly solo from England to Australia. However, her plane The Jason, which features in the background of the image, crashed in Brisbane and she arrived in the Southern Sun with Charles Ulm. This photograph is actually a montage of three images.

**"The Library Innovation Toolkit: Ideas, strategies and programs"** - Parkes Shire Library has never been interested in following the crowd, preferring instead to chart a new course and to push the boundaries in order to discover new and creative ways of promoting and fostering a love of books and literacy. It is this innovative spirit that has lead to the Library being featured in and contributing to the "The Library Innovation Toolkit: Ideas, strategies and programs" published by the American Library Association. .

Tracie Mauro, Parkes Branch Librarian and Dr Matt Finch, consultant to Parkes Shire Library, co-authored Chapter 14 of the book titled "Monsters, Rockets, and Baby Racers: Stepping into the Story with Children and Young People". The chapter discusses some of the programs that have been implemented over the past years at the Library through the annual REaDTEMBER and school holiday programs.



General Manager

Mayor

**Library Success Stories** - Parkes Branch Librarian, Tracie Mauro, assisted by Library Officer Sandie Ward, presented at a State Library seminar on 31 March 2015.

Library Success Stories, a seminar designed to inspire library staff, featured library programs and activities that have been successful. Pilar Martinez from the Edmondton Public Library, the 2014 Library Journal Library of the Year Award winner, and award winning libraries from the ALIA Library Stars and ALIA Bess Thomas Award winning libraries.



## Public Library Services BLOG



### Library Success Stories - REaDTEMBER at Parkes Shire Library

Wednesday, 1 April 2015 at 4.15 pm | Posted by: Mylee Joseph | Categories: [library programs](#) | [Comments \(0\)](#)

**Guest post by Tracie Mauro, Parkes Shire Library**

**In 2014 Parkes Shire Library's REaDTEMBER** was the proud winner of the ALIA Bess Thomas Award.

REaDTEMBER is a literacy project that [Parkes Shire Library](#) has programmed and delivered with creative learning consultant [Dr. Matt Finch](#) since 2011. We have delivered a range of activities engaging young people in the community - Time Travel Detectives, a spooky interactive mystery featuring the work of multimedia artist Peter Miller; [Big Box Battle](#) which was a three day event inspired by movies like Pacific Rim and Godzilla which was led by teenagers who created costumes and props, performed and played with children aged 5 and up; Author-rised, an adult and teen writing group that worked together to create the [Stories on Coffee Cups](#) supported by the Shire's cafes and restaurants.

REaDTEMBER highlights the library's profile by receiving lots of local media coverage and engaging a variety of community groups. For those interested in gathering tips on how these activities can be run in and by a library, check out chapter 14, Monsters, Rockets and Baby Racers: Stepping into the story with children and young people, co written by Matt Finch and Tracie Mauro in [The Library Innovation Toolkit: Ideas, strategies and programs](#), edited by Anthony Molaro and Leah L White.

Alternatively, Tracie is available to answer questions regarding the project via email [tracie.mauro\[at\] parkes.nsw.gov.au](mailto:tracie.mauro[at]parkes.nsw.gov.au) or by calling 02) 6861 2309.

PS: you can follow [Parkes Library on Twitter](#)

[Comments \(0\)](#) | [ShareThis](#)

General Manager

Mayor

**Online Parkes Shire History Resource Launched-** History Parkes, an online blog resource, will share stories, anecdotes and photos, from the Shire's history.

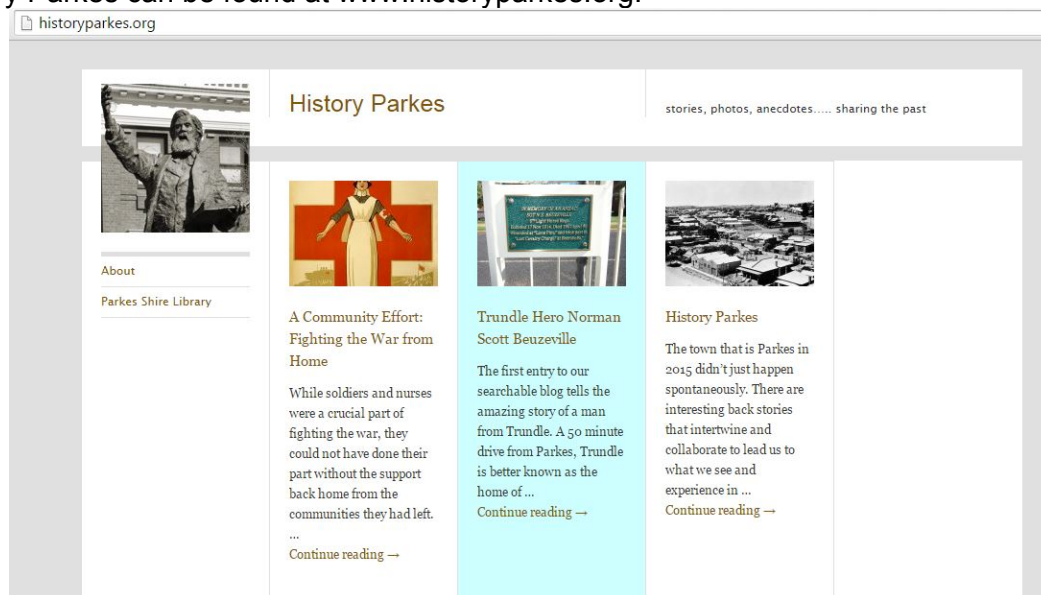
The town that is Parkes in 2015 didn't just happen spontaneously. To fully appreciate the Parkes Shire of now, we need to understand the tales, people, events and incidents of the past.

History Parkes, the Library's newest addition to the team, is a online resource for the Shire's history. Library staff hope to bring out into the open quirky, serious, fun, factual information and accounts about how our Shire began, creating a local resource that can continually be added to.

History Parkes has commenced with stories of the ANZACs who came from the Parkes shire, then will continue with local men and women who were involved in the Great War. This information will create a tribute to the brave men and women of the Parkes Shire who left the Central West to go and fight for Australia.

This blog is an ever evolving resource, as new stories, photographs and information are found. Old and forgotten stories will be rediscovered. Local families will be able to retrace the steps of their ancestors; just as newcomers to Parkes Shire will be able to learn about some of the predecessors to their newfound home.

History Parkes can be found at [www.historyparkes.org](http://www.historyparkes.org).



General Manager

Mayor

**Tweets Remember WWI** - On 25 April 2015 we mark the 100th anniversary of the ANZAC landings at Gallipoli. Parkes Shire Library will reflect upon this significant military event by posting ANZAC and WWI Parkes Shire related tweets throughout April.

Tweets of Western Champion and other regional newspaper articles will reveal how the Parkes Shire was being affected, what was happening in the community at the time.



**Library Service Review** - In 2009 a process was instigated to review the Library Services against NSW public library standards and guidelines. This process scheduled an appraisal for early 2015.

A statistical assessment has indicated library usage is increasing. This, coupled with a number of changes in programs offered, has prompted a recommendation that the Review be carried out at the end of 2014/15.

Rescheduling the Review will enable changes to be realised and will provide a complete picture as to how the Library Service is operating. Consequently library service operational review recommendations will be fully informed.

## Attachments

Nil.

General Manager

Mayor

## 12 DIRECTOR PLANNING AND ENVIRONMENT'S REPORT

### 12.1 (DPE) Ranger Activities Quarterly Report March 2015

#### Executive Summary

A summary of Ranger activities for the quarter ending March 2015 is provided for Council's information.

#### Background Information

Nil

#### Legislative or Policy Implications

Activities are carried out within legislative and Council policy.

#### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to:

*Future Direction 2 - Improve Health & Wellbeing,*

*Future Direction 7 - Care for the Environment in a Changing Climate,*

*Function 4: Governance*

Predicted positive effect / opportunity for the Delivery Program: *Good*

Predicted negative / challenge to the Delivery Program: *Moderate*

#### Quadruple Bottom Line



*Economic* ★★★★★



*Social* ★★★★★



*Environmental* ★★★★★



*Civic  
Leadership* ★★★★★

#### Budget & Financial Aspects

Activities are carried out within annual operation budget.

#### Recommendation

1. That the information be noted.

General Manager

Mayor

## Report

Council responsibilities carried out by the Ranger staff has been discharged effectively during the quarter.

An overview of the activities carried out by the Rangers is provided for Council's information.

### Companion Animals Act

The table provides a breakdown of the companion animal impounding activities over the quarter.

Area Impounded	Dogs	Released	Destroyed	Stolen	Cats	Released	Destroyed
Parkes	62	27	34	1	33	0	33
Peak Hill	20	8	12		0		
Tullamore	4	0	4		0		
Trundle	3	0	3		0		
Bogan Gate	0				0		
Alectown	0				0		
Cookamidgera	0				0		

The table provides a breakdown of the large animal impounding activities over the quarter.

### Impounding Act

Area Impounded	Cattle	Sheep	Horses	Outcome
Parkes	1	11	0	Currently advertised in accordance with Act.
Peak Hill	0	0	0	
Tullamore	0	0	0	
Trundle	0	0	0	
Bogan Gate	0	0	0	
Alectown	0	0	0	
Cookamidgera	0	0	0	



General Manager



Mayor

## Shire Patrols Program

Scheduled patrols throughout the shire and towns have been expanded. Small towns are regularly patrolled including both scheduled patrols and response to complaint actions. The table provides a breakdown of small town patrols during the quarter.

Small Towns Patrolled	Number of Patrols	Approximate Km travelled
Peak Hill	11	1100
Tullamore	3	600
Trundle	4	480
Bogan Gate	7	560
Alectown	-	-
Cookamidgera	1	40
Gunningbland	3	180

## Parking

The parking enforcement program is continuing. Available parking spaces in the Central Business District are randomly monitored. This monitoring confirms that the program is ensuring that parking turnover is occurring.

The table provides an overview of the patrols and Penalty Infringement Notices issued during the quarter.

Number of Patrols	Number of Penalty Infringement Notices issued	Number of Court Appeals
18	42	0

## Overgrown Untidy Block Program

The table provides an overview of the complaints received during the quarter.

Number of Complaints Received during quarter	Number of Blocks Mown During quarter
13	12

Council response to overgrown and untidy blocks has continued during the quarter. There has been a good level of response to Council contact with owners of the properties however, there remains a level of non-cooperation.

The old bank building at Tullamore has been made pigeon resistant and the property mown.

The NSW Guardian has completed the clean up of 6 Bollinger Street Parkes.

## Attachments

Nil.



General Manager



Mayor

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## 12.2 (DPE) DA15034: Proposed Shed at 16-18 Nash Street, Parkes

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### Development Application Information

**Application No:** DA15034

**Applicant:** Mr S Downes

**Property:** Lot 2 DP 207818, 16-18 Nash Street, Parkes

**Proposal:** Shed

### Executive Summary

An application has been received for the erection of a shed at the above property on Nash Street, Parkes.

It is proposed to locate a Shed, dimensions 9 metres x 18 metres x 3.6 metres high (at the eave), to the northern side of the property with a setback of 5.5 metres to the side boundary of the property. The 5.5 metre setback is not consistent with the 10 metre building setback stipulated in Council's Development Control Plan 2013. There are considered to be justifiable grounds for the departures from the setback requirements and the application is referred to Council for determination.

### Background Information

The Development Application was received by Council on the 24 March 2015. The application included a request for a variation to the prescribed standards listed in Council's Development Control Plan 2013, which require a 10 metre setback from the side boundary. A statement of justification (see attachment 1) outlining the reasons as to why the proposal should be approved with the 5.5 metre setback has been provided for consideration.

The subject property is already developed as a large residential lot with an existing dwelling house on site. An all weather access driveway will be provide access from Nash Street on the eastern side of the property. A similar large shed has been erected on the northern adjoining property at a setback of 4 metres, while the adjoining southern property has an outbuilding that is situated within a metre of the adjoining boundary.

Neighbouring property owners have been notified of the proposed development and no objections relating to the development have been received by Council during the submission period.

### Legislative, Policy & Management Planning Implications

The subject land is zoned R5 Large Lot Residential under the Parkes Local Environmental Plan 2012, which permits the development with the consent of Council.

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General Manager

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Mayor

Council's Development Control Plan 2013, applies to the land. The above development is generally consistent with the performance standards of the Development Control Plan, with the exception of the location of the shed in relation to the building line setback to the northern property side boundary.

## **Budget & Financial Aspects**

Nil.

## **Recommendation**

It is recommended that the application be approved subject to the conditions contained in the report.

## **Report**

### ***Details of Proposed Development***

The site is formally described as Lot 2 DP 207818, 16-18 Nash Street, Parkes. The subject site has an area of 2025m<sup>2</sup>.

The allotment contains an existing dwelling-house. The allotment is serviced by an onsite sewerage management system. Vehicular access to the site and proposed shed is from Nash Street and will be gained via an all weather access driveway.

The allotment to the south, is occupied by a dwelling house and associated outbuildings. The detached outbuilding has a side boundary setback of less than one metre, which is less than the 10 metres setback required under Council's Development Control Plan 2013. The northern property, which is occupied by a dwelling house and associated outbuildings, has a shed of similar size that located 4 metres from the adjoining boundary.

The allotment to the west is a vacant Large Lot Residential site. The allotment on the eastern side of Nash Street, directly opposite the subject site is also a vacant Large Lot Residential site that is owned by Crown Land.

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General Manager

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Mayor

[illegible]

There have been no submissions made regarding the development.

The proposed development is able to comply with the requirements of the Building Code of Australia.

**79C Evaluation (1)(a) (i) any environmental planning instrument**

The subject site is zoned R5 Large Lot Residential pursuant to the Parkes Local Environmental Plan 2012 (LEP).

The council may grant consent to the erection of a shed on an existing allotment or portion of land within Zone R5.

In terms of the permissibility of the proposal, the LEP indicates that the proposal is permissible with the consent of the Council.



General Manager

*Ken Keith*

Mayor

The objectives of the zone as specified in the LEP are:

- To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.
- To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.
- To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.

**S79C(1)(a) (iii) any development control plan (DCP)**

Council's Development Control Plan - Parkes Shire Council, Development Control Plan 2013 applies to the land.

Clause 1.5 of the Parkes Shire Council Development Control Plan 2013 permits Council to consider variation to the standards set in the DCP where a variation is warranted and the objectives of the development controls are achieved. A variation to the Development Control Plan must achieve the stated objectives of the development controls.

The objectives of section 5.0 - Residential Development are:

- ☐ provide for a wider range of residential development to improve choice living across the shire;
- ☐ encourage good design in residential development by providing and ensuring a comprehensive design orientated approach to new residential development;
- ☐ set appropriate criteria for energy efficiency, privacy, noise, vehicular access, parking, and open space; and,
- ☐ improve urban design and residential amenity in new housing developments.

The proposed shed is in keeping with other sheds and garages erected in this area. Council has in the past, approved reductions in setbacks from rear and side boundaries, and it would appear that garages and sheds have been built with reduced setbacks prior to the adoption of the Development Control Plan 2013.

The proposed shed is consistent with the purpose of the allotment and the surrounding development. The proposed development is in keeping with the objectives of the DCP. There is one non-compliance with performance standards of the DCP relating to the side building line setback.

The applicant has requested a variation in the side boundary setback to the building line of the proposed Garage and Carport of 5.5 metres, as opposed to the 10.0 metres required by Clause 5.8.2 of the Parkes Shire Council, Development Control Plan 2013.

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General Manager

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Mayor

The applicant has stated in their letter of justification that with the property only having a width of 49 metres, and the shed itself having a width of 13.0 metres wide, to locate the shed 10.0 metres from the boundary as per Clause 5.8.2 of the Parkes Shire Council, Development Control Plan 2013 would mean that the proposed garage and carport would be located directly in the middle of the property. This would interfere with the applicants view of the Monument on memorial hill, which is virtually an iconic view in Parkes. The shed would then also be more visible to the property to the west, whilst not greatly changing any impact on the view from the property to the east.

The neighbouring property on the northern side of the allotment contains a shed that is located inside the 10 metre side boundary setback specified by Clause 5.8.2 of the Parkes Shire Council, Development Control Plan 2013. This garage is located 4 metres off the northern boundary of the subject allotment in line with the proposed location of the shed, therefore minimising any potential impacts regarding views and over-shadowing.

**S79C(1)(a) (iia) any planning agreement that has been entered into under section 93F, or any draft planning agreement that a developer has offered to enter into under section 93F**

The applicant has not entered into any form of planning agreement.

**S79C(1)(a) (iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph)**

Nothing in the regulations prevents the assessment and approval of the subject application.

**S79C(1)(b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality**

**Context and Setting**

The subject land is currently occupied by an existing dwelling-house. The proposed development is consistent with the nature of the surrounding area. The area is occupied by single storey dwelling-houses and associated outbuildings. It is not considered that the impacts are such that consent should be refused. The proposed development will not have any negative impacts regarding limiting views or solar access to neighbouring properties.

**Access, transport and traffic**

The site is located on Nash Street which is a sealed road with no kerb and gutter. There are no public transport requirements as part of the proposed development. No additional traffic will be generated as a result of the proposed development. No further access to the roadway will be created as part of the development.

**Public Domain**

The proposed development will not compromise the availability and enjoyment of public recreational opportunities in the locality. In this regard, it is assessed that minimal impact will result on the existing public domain.

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General Manager

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Mayor

### Utilities

The existing dwelling-house is connected to the reticulated water supply and electrical supply, and is serviced by an onsite sewerage management system. The development is not required to submit a BASIX certificate.

### Heritage

Due to the existing use of the subject property there is considered to be limited potential for the land to comprise sites, items or places of significant Aboriginal cultural heritage.

Site inspection did not identify any sites, items, or places of significant European heritage proposed to be disturbed or impacted on as part of the development. The information supplied by the application with the development application did not identify any sites items or places of cultural heritage.

### Other land resources

The land is zoned R5 Large Lot Residential Zone and is therefore appropriately located for residential development.

The development is not likely to have detrimental effects on conserving and using valuable land resources such as mineral and extractive resources and water supply catchments subsequent to the original subdivision approval to create dwelling-house allotments..

### Water

The existing dwelling-house is connected to a reticulated water connection. The proposed development does not contain any additional facilities which contribute to an additional impact on the system over and above the existing dwelling-house and the requirements of the systems capacity and design.

Stormwater for the garage and carport will be taken to a proposed 3000L water tank on site, with the overflow to discharge to Nash Street. The development will not require a BASIX certificate.

### Soils

The implications for soil erosion can be addressed through the imposition of conditions of consent requiring soil erosion and sedimentation control during the construction phase of the development. The on going use of the development is unlikely to create impacts to the site soils.

### Air & Microclimate

There are no significant air quality or pollution issues arising from existing or proposed activities carried out on the site.

### Flora and Fauna

The information in support of the application has not identified any threatened species of flora or fauna that may be affected by the development proceeding. The site has been utilised for urban purposes for many years and there is considered minimal possibility for any threatened species to be on site.

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General Manager

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### Waste

Council's reticulated sewer system is not connected to the subject site. The site is serviced by an onsite sewerage management system. Construction waste will be disposed of at Council's Waste landfill or other approved waste disposal site.

### Energy

The proposed development is not required to be constructed in accordance with a BASIX certificate and will therefore comply with the NSW state government policy.

### Noise and Vibration

The proposed development is located close enough to adjoining properties that construction noise could be a potential problem. It is not considered that the on going use of the development will cause any significant noise and vibration. It is considered appropriate to limit the times of construction activities by way of condition of consent.

### Natural Hazards

The site is not flood prone or bush fire prone in accordance with the map prepared by the NSW Rural Fire Service and certified in accordance with Section 146 of the Environmental Planning and Assessment Act.

### Technological Hazards

The information supplied by the applicant indicates no known use of the land or incident that would cause the site to be contaminated. Site inspection does not reveal any evidence any contamination or any other land use activities that may give rise to concerns about soil contamination in relation to State Environmental Planning Policy No. 55 - Remediation of land. It does not appear warranted to condition further investigation into site contamination.

### Safety Security and Crime Prevention

The building does not pose a safety security or crime prevention risk.

### Social Impact in the Locality

Due to the type and scale of the proposed development, the social impacts of the development are not likely to be significant.

### Economic Impact in the Locality

Due to the type and scale of the proposed development, the economic impacts of the development are not likely to be significant.

### Site Design and Internal Design

The location of the development on the site will not detrimentally affect adjoining land. The size and scale of the proposed building are appropriate for the subject lot and the proposed use.

### Construction

The construction activities are unlikely to have any significant impacts on the location if conditions of consent are implemented in relation to time of construction and soil erosion and sedimentation. Conditions limiting the times of construction will be included to manage impacts during the construction phase. The building is able to be constructed to comply with the requirements of the Building Code of Australia.

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General Manager

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Mayor

## Cumulative Impacts

The proposal is surrounded by predominately large lot residential allotments. The proposed development upon the subject allotment is consistent with the relevant provisions of Parkes Local Environmental Plan 2012. It is considered that adequate information has been provided in order for Council to satisfy itself that the location of the proposed development will be unlikely to significantly impact upon, or be impacted by, adjoining land uses.

It is assessed that the cumulative impact of the proposed development are not such that the application should be refused.

Having regard to the considerations set out in this assessment the cumulative impact of the development are not such that the application should be refused.

### **S79C(1)(c) the suitability of the site for the development,**

The proposed development is permissible in the zone. The allotment is surrounded by residential type developments and is not used for any other productive use. The proposed site is suitable and consistent with the objectives of the zone.

### **Conclusion**

The application was supported by sufficient information to allow assessment of the proposal.

The proposed development is permitted under the Parkes Local Environmental Plan 2012 and can be approved. It is considered that the proposed development will not adversely affect the general amenity and character of the locality, is in keeping with existing development area and that the building proposal will not have a negative impact on traffic safety or on the streetscape due to the location of the shed in the rear yard.

The proposed development has been assessed to be consistent with the requirements of Parkes Local Environmental Plan relating to development in the R5 Large Residential Lot zone and is consistent with existing land use activities of the locality.

The proposed development has requested a variation to Clause 5.8.2 of the Parkes Shire Council, Development Control Plan 2013, relating to the shed location. The requested variation is assessed to have merit and it is considered that the variation is appropriate in this case.

Having considered the documentation supplied by the applicant and the findings of site inspections it is assessed that the impacts of the proposal and the likely environmental interactions between the proposed development and the environment are such that Council should not refuse the development application.

### **Conditions**

#### **Conditions imposed by Parkes Shire Council**

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General Manager

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Mayor

## Approved Plans and Documentation

1. The development shall be carried out in accordance with the approved plan(s) numbered DA15034 stamped by Parkes Shire Council and attached to this consent except where amended by any of the following conditions. A current and approved copy of the building approval/consent and stamped plans is to be maintained on site for constructional and reference purposes.

## Prior to Commencement

2. The applicant is to submit to Parkes Shire Council, at least two days prior to the commencement of any works, a 'Notice of Commencement of Building or Subdivision Works' and 'Appointment of Principal Certifying Authority'.
3. The applicant is required to relocate the irrigation area for the on-site sewerage management system to the front garden area, as identified in the geotechnical report approved under the Septic Tank approval.
4. Prior to the commencement of construction works, an Erosion and Sediment Control Plan (ESCP) shall be prepared in accordance with Soils and Construction Managing Urban Stormwater. Such plan shall be implemented prior to, during and after the construction phase of the development.

## During Construction

5. All loading, unloading and storage of goods, equipment, tools and building materials, or the carrying out of building operations related to the development proposal shall be carried out within the confines of the property. No loading, unloading and storage of goods, equipment, tools and building materials, or the carrying out of building operations related to the development proposal shall be carried out on the nature strip, footpath or public roadway system.
6. Throughout the course of building operations on the land, toilet facilities are to be provided, at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out. Toilet facilities are to be provided at a rate of one toilet for every 20 persons or part of 20 persons employed at the site.
7. All building rubbish and debris, including that which can be wind blown, shall be contained on site in a suitable container for disposal at an approved Parkes Shire Council Waste Landfill Depot. The container shall be erected on the building site prior to work commencing and shall be maintained for the term of the construction to the completion of the project.  
  
Note 1: No building rubbish or debris shall be placed or permitted to be placed on any adjoining public reserve, footway or road.  
  
Note 2: The waste container shall be regularly cleaned to ensure proper containment of the building wastes generated on the construction site.
8. Building activities and excavation work involving the use of electric or pneumatic tools or other noisy operations shall be carried out only between 7.00 am and 6.00 pm on weekdays and 8.00 am and 1.00 pm on Saturdays. No work on Sundays or Public Holidays is permitted.



General Manager



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9. Any damage caused to footpaths, roadways, utility installations and the like by reason of construction operations shall be made good and repaired to a standard equivalent to that existing prior to commencement of construction.

Note 1: The full cost of restoration/repairs of property or services damaged during the works shall be met by the Applicant.

10. Any cut and fill shall be carried out in accordance with the approved site and elevations. Any cutting and filling on the site shall be either battered in accordance with the provisions of Section 3.1 of the Building Code of Australia 2013 Volume Two.

### **Plumbing and Drainage**

11. All roofed and paved areas are to be drained and the water from those areas are to be conveyed to the on site stormwater tank in accordance with approved plans. Storm water disposal drains shall be connected to all roof gutter down pipes within 14 days of installation of the down pipes and/or the construction of hard standing areas, as may be appropriate, to discharge roof-water to the approved method of disposal.

Note 1: All work shall be carried out by a licensed plumber and drainer and to the requirements of the Plumbing Code of Australia.

### **Prior to Occupation**

12. Prior to the occupation or use of the shed, an Interim or Final Occupation Certificate must be obtained from the Principal Certifying Authority for the subject development.

### **Prescribed conditions under the Environmental Planning and Assessment Regulation 2000**

13. The works the subject of this development must be carried out in accordance with the requirements of the Building Code of Australia.
14. Residential building work for which the Home Building Act 1989 requires there to be a contract of insurance in force in accordance with Part 6 of that Act, The contract of insurance must be entered into and be in force before any building work authorised to be carried out by the Construction Certificate commences.

### **Erection of signs**

15. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
- (a) showing the name, address and telephone number of the principal certifying authority for the work, and
  - (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
  - (c) stating that unauthorised entry to the site is prohibited.

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General Manager

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Mayor

Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

Note: This condition does not apply in relation to building work, subdivision work or demolition work that is carried out inside an existing building, that does not affect the external walls of the building.

Note: Principal certifying authorities and principal contractors must also ensure that signs required by this clause are erected and maintained (see clause 227A which currently imposes a maximum penalty of \$1,100).

### **Notification of Home Building Act 1989 requirements**

16. Residential building work within the meaning of the Home Building Act 1989 must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information:

- (a) in the case of work for which a principal contractor is required to be appointed:
  - (i) the name and licence number of the principal contractor, and
  - (ii) the name of the insurer by which the work is insured under Part 6 of that Act,
- (b) in the case of work to be done by an owner-builder:
  - (i) the name of the owner-builder, and
  - (ii) if the owner-builder is required to hold an owner-builder permit under that Act, the number of the owner-builder permit.

If arrangements for doing the residential building work are changed while the work is in progress so that the information notified under the above condition becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the updated information.

### **Condition relating to shoring and adequacy of adjoining property**

17. Where development involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the certificate must at the person's own expense:

- (a) protect and support the adjoining premises from possible damage from the excavation, and
- (b) where necessary, underpin the adjoining premises to prevent any such damage.

### **Attachments**

- 1. Statement of Justification
- 2. Statement of Environmental Effects
- 3. Site Plan
- 4. Elevations

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General Manager

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Mayor

# STEPHEN DOWNES BUILDER



Date: 15/4/2015

18 Nash Street Parkes NSW 2870

Phone: 6862 4621 Mobile: 0432175544

MT & SL Downes

ABN: 99 353 238 116

LIC NO: 205008C

Attention:

Regan Hophan / Michelle Bickett

Development Application No: DA15034

Development: Shed

Property: Lot 2 DP 207818, 16-18 Nash Street, Parkes

I, Stephen Downes seek permission to make variation to the ten (10) metre side setback requirement under Parkes Shire Council's Development Control Plan 2013.

The reason for this variation is due to the current setback and placement of the existing dwelling on the above listed property, in regard to the current unoccupied portion of land that the proposed shed shall be placed upon. As the application states, I would like the shed to be 5.5 metres from the neighbouring boundary, which also has an existing shed in close proximity to the boundary shared by us. By placing the shed in the proposed position, it will be in keeping with the current dwelling, as well as existing sheds that are in place, and access shall not be compromised due to the large size of the residential block.

In seeking this permission, I would like to position the proposed shed closer than the ten metre setback requirement to allow any further development to the existing dwelling shall the need arise. If the shed were to be positioned closer to the existing dwelling than currently proposed, yard access and movement would be greatly affected.

In keeping the proposed shed at the 5.5 metre setback, this would enable that the 5.5 x 18 metre nature strip inclusive of existing vegetation become a natural buffer between 16-18 Nash St and 12-14 Nash Street where the existing shed currently is placed.

Any further questions in regard to this justification, please do not hesitate in contacting me.

Regards

Stephen Downes

General Manager

Mayor

# STEPHEN DOWNES BUILDER



Date: 15/3/2015

18 Nash Street Parkes NSW 2870

ABN: 41 157 627 375

Phone: 6862 4621 Mobile: 0432175544

LIC NO: 205008C

## Environmental impact statement for proposed shed at 18 Nash street Parkes

The purpose of the proposed shed is a residential storage shed for hobby equipment such as boats, caravan, bikes, vehicle storage and shelter. Yard equipment such as lawn mowers, shovels, wheelbarrows etc shall also be stored in the proposed shed. Shed floor shall be 'dirt floor' as no concrete floor is required. Shed construction shall utilise piers for construction purposes.

For construction of the proposed shed, minor tree and shrub trimmer shall occur, but not involve the removal of these trees and shrubs. They shall remain in place to provide shade and wind protection. The erection of the shed shall not overshadow any adjoining properties, as it will almost mirror the existing shed to adjoining property 12-14 Nash street.

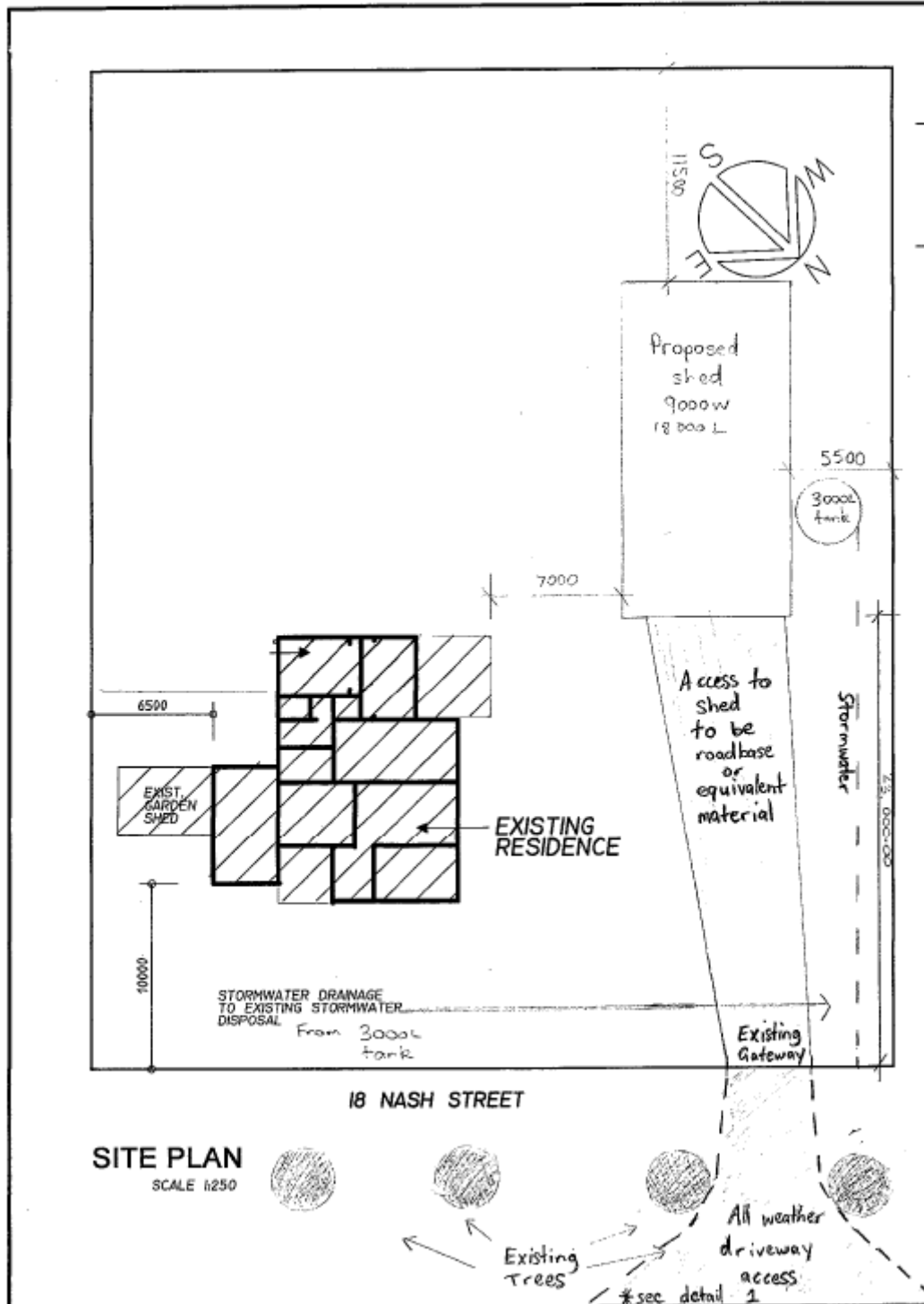
The site is naturally sloping towards Nash street boundary, and shall remain the same. No current water course shall be affected. Installation of a 3000 litre rain water tank shall provide catchment capacity for the shed, with overflow being directed to Nash street boundary for discharge to existing stormwater disposal.

During construction, no traffic or pedestrian thoroughfare shall be affected, as the proposed shed shall remain inside a securely fenced yard with all rubbish and shed related materials to remain inside the boundary at all times.

No sewerage or hand basin facilities shall be provided upon completion, as the shed is for storage purposes only.

General Manager

Mayor



*[Signature]*

General Manager

*[Signature: Ken Keith]*

Mayor

# STEPHEN DOWNES BUILDER

**Steve Downes  
BUILDER**

Date: 15/4/2015

18 Nash Street Parkes NSW 2870

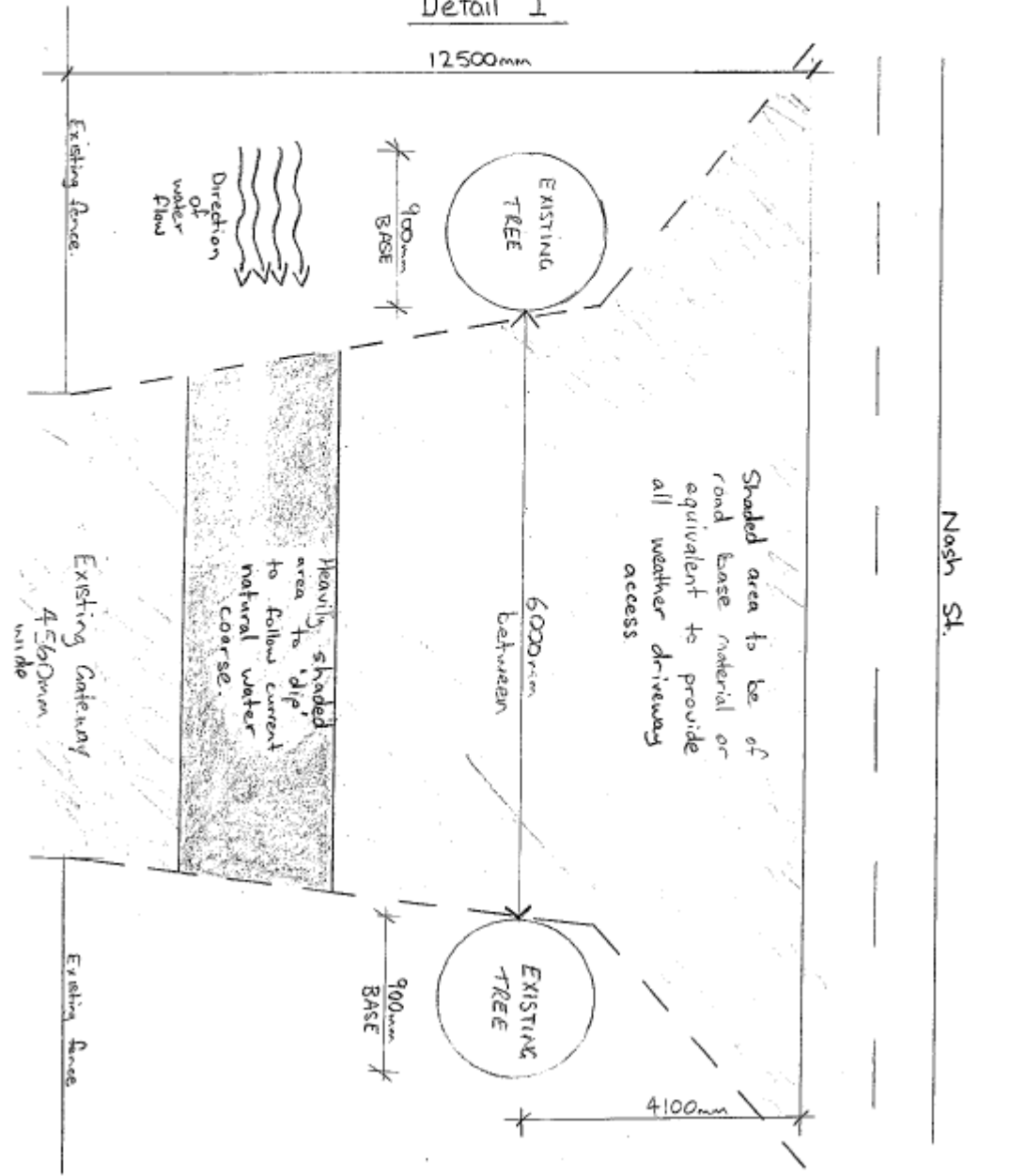
Phone: 6862 4621 Mobile: 0432175544

MT & SL Downes

ABN: 99 353 238 116

LIC NO: 205008C

## Detail 1

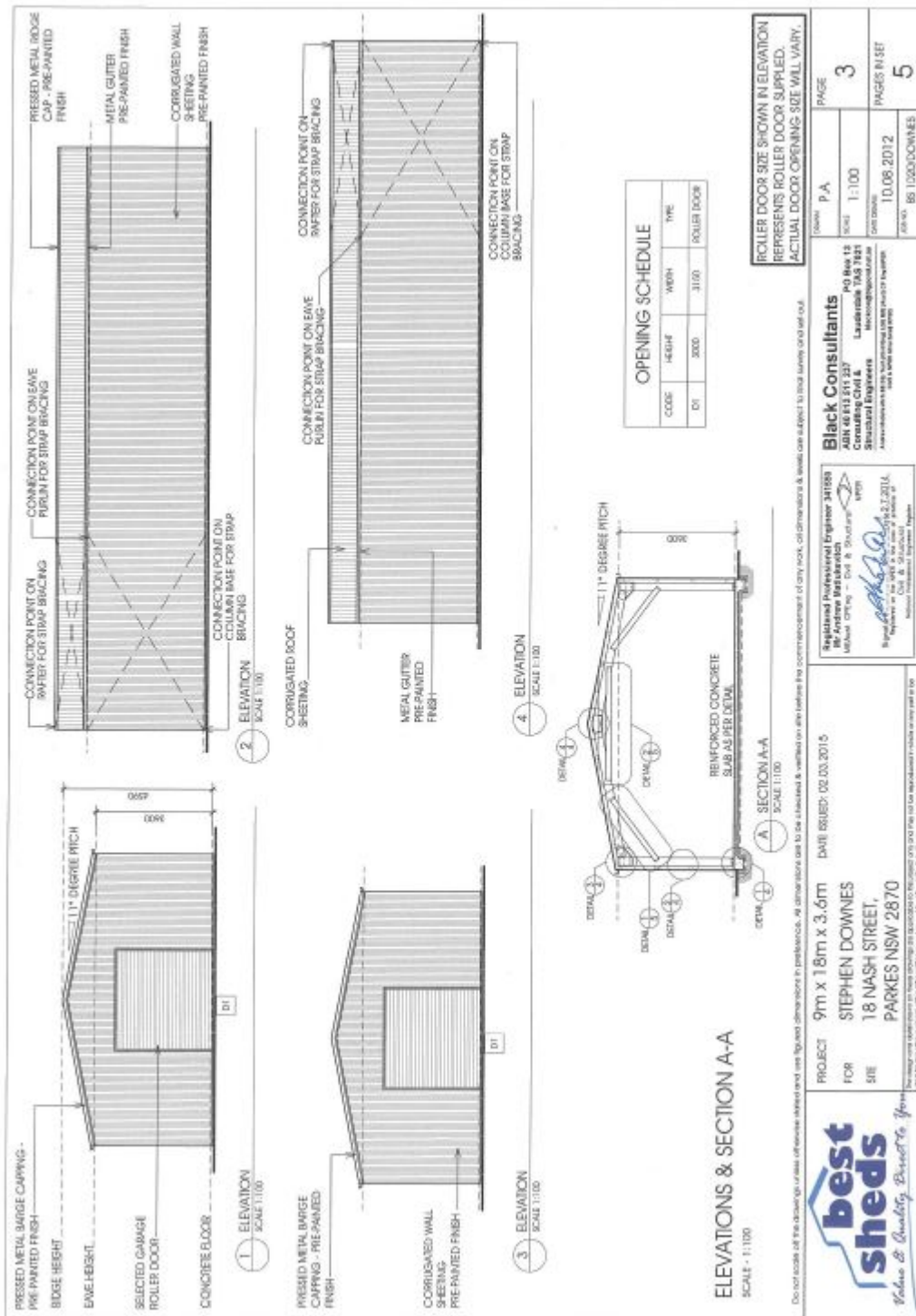


*[Signature]*

General Manager

*Ken Keith*

Mayor



*[Signature]*  
General Manager

*[Signature: Keny Keith]*  
Mayor

## 13 DIRECTOR ENGINEERING SERVICES REPORT

### 13.1 (DES) Road Safety and Injury Prevention Officer Report - January to March 2015

#### Executive Summary

The attached reports outline the quarterly activities and programs of the Lachlan, Parkes, Forbes Road Safety and Injury Prevention Officer (RSIPO) for the months of January to March 2015.

#### Background Information

The RSIPO has been engaged collectively by the Shires of Lachlan, Forbes and Parkes together with the Roads and Maritime Services.

#### Legislative or Policy Implications

Nil.

#### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: 2. *Improve Health and Well Being*

2.5 *Maximise Public Safety*

2.5.1 *Continued support of the role and functions of a Road Safety and Injury Prevention Officer and implementation of the Road Safety Strategic Plan.*

Predicted positive effect / opportunity for the Delivery Program: *Good*

Continuing support of Road Safety initiatives meets the Delivery Plan's objectives in relation to improving the health and well being of the community.

Predicted negative / challenge to the Delivery Program: *Negligible*

Continuing the support of Road Safety initiatives has no negative impacts on the Delivery Plan's objectives.

#### Quadruple Bottom Line



*Economic* ★★★★★



*Environmental* ★★★★★



*Social* ★★★★★



*Civic Leadership* ★★★★★

Supporting Road Safety has positive impacts in all areas of the Quadruple Bottom Line through working for a reduction in the incidence of road trauma.

General Manager

Mayor

## **Budget & Financial Aspects**

Program expenditure is confined to approved budget.

## **Recommendation**

The information be received and noted.

## **Attachments**

1. Road Safety and Injury Prevention Officer Report - January to March 2015.

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General Manager

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Mayor

**COUNCIL/S**

Parkes, Forbes and Lachlan Shire Councils

**Quarterly Report for  
Local Government Road Safety Program**

<b>QUARTER</b>	Three: January - March 2015
<b>PROGRAMS</b>	
<b>COMPLETED SINCE LAST REPORT</b>	<ul style="list-style-type: none"> <li>▪ Implementing phase five of the <i>Free Cuppa for the Driver</i> scheme, which is operational from 1 March to 31 May 2015. This has involved the RSIPO; <ul style="list-style-type: none"> <li>○ Sending the updated crash data, with the inclusion of Bathurst and Blayney LGAs figures, to the team.</li> <li>○ Updating and emailing the free cuppa tally sheet to the team, to include with the promotional gear for participating businesses.</li> <li>○ Writing the terms and conditions for the Selfie Competition and distributing to the team. The Selfie Competition is a new initiative being trialled this year. Anyone who takes advantage of the initiative is also encouraged to enter the Free Cuppa Selfie Competition. Those who upload a selfie (that shows a Free Cuppa cup in the photo) using the #FreeCuppa hashtag to the official 'Free Cuppa for the Driver' Facebook page could win a \$200 fuel voucher.</li> <li>○ Determining the local exclusion zone for Trundle, who are new to the scheme this year.</li> <li>○ Updating the scheme's terms and conditions.</li> <li>○ Developing, printing and laminating localised terms and conditions for all 36 towns that are participating in the scheme.</li> <li>○ Proofing artwork for two promotional posters - one for the free smartphone app and one for the Selfie Competition - that were designed by the app developer.</li> <li>○ Visiting the 17 local participating businesses to complete the Outdoor Signage Agreement Form for the bali banners as well as to take a photo of the front of the business to upload to the free cuppa Facebook page and also include on the free smartphone app.</li> <li>○ Collating and assessing, in consultation with the rest of the team, the three quotes received to print the required promotional gear.</li> <li>○ Updating/revising the budget.</li> <li>○ Writing a short blurb about each local participating business to upload to the free cuppa Facebook page.</li> <li>○ Liaising with the printer and team regarding the artwork for new resources.</li> <li>○ Liaising with Parkes Shire Council's GIS Officer to produce updated maps for inclusion in the promotional brochure.</li> <li>○ Using the master spreadsheet to update the promotional brochure text and liaising with the graphic designer to update the artwork accordingly.</li> </ul> </li> </ul>

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General Manager



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	<ul style="list-style-type: none"> <li>○ Ordering the promotional gear - decal stickers, bumper stickers, bali banners, smaller roadside banners, roadside banners, entry pads, promotional brochures, mini-coasters which feature the QR code for the free smartphone app, replacement bali banner bits and sandwich board signs.</li> <li>○ Sorting the promotional gear into Council groupings, to ensure smooth and efficient collection.</li> <li>○ Meeting the RSOs at the Parkes Shire Council depot to collect their promotional gear.</li> <li>○ Writing and submitting Section 68 Applications to erect the bali banners on the footpaths outside some of the businesses located in the Parkes, Forbes and Lachlan Shire Councils' area. This also involved sourcing a copy of each Councils' Public Liability Insurance Certificate of Currency and raising cheques to pay the application fees.</li> <li>○ Placing the scheme's terms and conditions and the Selfie Competition terms and conditions on display at each of the Councils' Administration Centres.</li> <li>○ Packing and delivering the promotional gear to the local participating businesses.</li> <li>○ Collating a local service station mailing list.</li> <li>○ Updating the local accommodation places and tourist attractions mailing list.</li> <li>○ Distributing promotional brochures, mini coasters and both posters to the local Visitor Information Centres.</li> <li>○ Sending a letter and both posters to local service stations.</li> <li>○ Sending a letter and promotional brochures, mini coasters and both posters to local accommodation places and tourist attractions.</li> <li>○ Attending and guest speaking about the scheme at the combined Newell Highway Taskforce and Newell Highway Promotions Committee Meeting in West Wyalong. The RSIPO made useful contacts with Destination NSW and NRMA who have both been assisting to promote the scheme via social media.</li> <li>○ Proofing the free smartphone app - the general artwork and text as well as all local participating business listings.</li> <li>○ Liaising with staff at each of the Councils to install the roadside banners on the approach roads to Condobolin, Forbes, Parkes and Tottenham. The banners will change location after Easter (the halfway mark of the operational period).</li> <li>○ Writing and distributing to local media outlets a media release prior to the official launch, advising that the scheme will commence on the weekend.</li> <li>○ Emailing information about the scheme and the QR code for the free smartphone app to all Council staff.</li> <li>○ Attending and speaking at the scheme's official launch at Mount Panorama in Bathurst. There were more than 50 attendees at the launch - a mixture of RSOs, RMS staff, Council dignitaries, Police, SES, participating businesses, Driver Reviver Coordinators and media.</li> <li>○ Writing and distributing to local media outlets a media release following the official launch. A photo was sourced to accompany</li> </ul>
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General Manager



Mayor

	<p>the media release.</p> <ul style="list-style-type: none"> <li>○ Writing and distributing to local media outlets a media release reminding drivers to use the scheme over the Easter holiday period.</li> <li>○ Writing and distributing to local media outlets a media release promoting the free smartphone app and Selfie Competition. A photo was sourced to accompany the media release.</li> <li>○ Scheduling the project debrief to coincide with the prize draws in Coonabarabran in June.</li> <li>○ Organising and chairing regular (monthly) planning teleconferences to discuss the scheme's implementation and timeline. Keeping and distributing the meeting minutes (to do list).</li> </ul> <ul style="list-style-type: none"> <li>▪ Organising and conducting <i>Helping Learner Drivers Become Safer Drivers</i> Workshops at Parkes High School, Tottenham Central School, Condobolin High School and Red Bend Catholic College. This has involved the RSIPO; <ul style="list-style-type: none"> <li>○ Liaising with the schools to select workshop dates.</li> <li>○ Booking the newspaper advertisements for each workshop.</li> <li>○ Booking and voicing the radio advertisements for each workshop.</li> <li>○ Writing and distributing to local media outlets a media release promoting each of the workshops. A photo was sourced to accompany the media release.</li> <li>○ Providing information to the schools to promote their workshop through their newsletter.</li> <li>○ Booking accommodation for the Tottenham and Condobolin workshops.</li> <li>○ Packing the information kits for each workshop.</li> <li>○ Organising the catering for each workshop.</li> <li>○ Taking bookings for each workshop.</li> <li>○ Holding the workshops.</li> <li>○ Writing the workshop reports and submitting them to RMS.</li> <li>○ Writing and distributing to local media outlets a follow-up media release after each of the workshops.</li> <li>○ Following-up difficult questions from workshop attendees and advising them of the answer.</li> </ul> </li> <li>▪ Liaising with Tullibigeal Central School and Lake Cargelligo Central School to select <i>Helping Learner Drivers Become Safer Drivers</i> workshop dates in term two.</li> <li>▪ Planning the <i>NOT A STATISTIC! Youth Driver Education Program</i> for 2015; <ul style="list-style-type: none"> <li>○ Chairing a planning meeting with the cast/crew to propose a date for the mock car crash demonstration (20 August 2015), set the rehearsal schedule and organise a date for youth actor auditions. Subsequently the date for the mock car crash demonstration has been confirmed.</li> <li>○ Liaising with Parkes PCYC about the mock car demonstration date and rehearsal schedule.</li> <li>○ Liaising with the local high schools about the proposed mock crash demonstration date and later confirming the date.</li> <li>○ Updating the youth actor's paperwork - consent form, schedule, filming and costume tips.</li> </ul> </li> </ul>
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General Manager



Mayor

	<ul style="list-style-type: none"> <li>○ Developing an agenda for the auditions as well as the supporting powerpoint presentation (including videos) to give the youth actors an overview of what's involved.</li> <li>○ Developing the audition activities and accompanying handouts - an improv exercise as well as a victim statement to camera.</li> <li>○ Organising and booking radio advertisements on ROK-FM to promote the youth actor auditions.</li> <li>○ Updating a promotional flyer about the youth actor auditions and distributing it to local high schools for inclusion in their newsletter.</li> <li>○ Writing and distributing to local media outlets a media release promoting the youth actor auditions.</li> <li>○ Taking bookings for the youth actor auditions and answering questions.</li> <li>○ Holding the youth actor auditions. This also involved discussing with key crew members which youth actor would play which role.</li> <li>○ Advising the youth actors of the outcome of their audition - which role they will be playing.</li> </ul> <ul style="list-style-type: none"> <li>▪ Planning the <i>Choose Right. Buckle Right</i> project. This has involved the RSIPO; <ul style="list-style-type: none"> <li>○ Meeting with RMS to discuss revised project strategies, a new timeline and the project budget, as well as planning to dovetail and assist regional activities. This project will commence in April 2015.</li> </ul> </li> <li>▪ Implementing the <i>Heavy Vehicle Safety</i> program. This has involved the RSIPO; <ul style="list-style-type: none"> <li>○ Meeting with the Consultant engaged to write the Heavy Vehicle Action Plan to discuss the layout and content of the plan as well as links to each of the Councils' plans along with the State and National Road Safety plans. The draft will be finalised in the coming quarter.</li> </ul> </li> <li>▪ Implementing the <i>Observation Surveys</i> program. This has involved the RSIPO; <ul style="list-style-type: none"> <li>○ Collating the results of the observation surveys conducted in October 2014. The surveys were conducted at both an urban and highway location in Condobolin, Forbes and Parkes, in both the morning and afternoon. One survey focused on seatbelt wearing and the other on illegal mobile phone use. The results show that the combined seatbelt wearing rate was 96.1%, which is below the state average (98%). The Forbes urban location was the most compliant site with a wearing rate of 99%. The Condobolin highway location was the least compliant site with a wearing rate of 91.6%. A total of 273 people were observed unrestrained, most were male. There were 19 children observed not using a child restraint. Eighty one drivers were observed illegally using a mobile phone whilst driving. The Parkes urban location and Forbes highway location were the least compliant locations (12 and 11 drivers respectively). The Parkes highway location was the most compliant site (0 drivers). The drivers who were observed on their mobile were mostly male, 11 were truck drivers and 5 were female P platers.</li> </ul> </li> <li>▪ Implementing the <i>Road Safety Audit</i> program. All three road safety audits have been undertaken and the progress is as follows: <ul style="list-style-type: none"> <li>○ Parkes - the intersection of SR76 Bogan Road and SR80 McClintocks Lane - the new Northparkes Mines access intersection. The report has been signed off by all members of the audit team and is awaiting the inclusion of each team</li> </ul> </li> </ul>
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	<p>member's auditor number.</p> <ul style="list-style-type: none"> <li>○ Forbes - the Northern Heavy Vehicle Bypass. The report has been signed off by all members of the audit team and is awaiting the inclusion of each team member's auditor number.</li> <li>○ Lachlan - SR3 Tabratong Crossing Road at Tottenham. A completion meeting has been held. The report needs to be updated, signed by all of the team members and include each team member's auditor number.</li> </ul>
<p><b>CURRENTLY</b> IN PROGRESS</p>	<ul style="list-style-type: none"> <li>▪ <i>Free Cuppa for the Driver - Phase Five</i></li> <li>▪ <i>Helping Learner Drivers Become Safer Drivers</i></li> <li>▪ <i>NOT A STATISTIC! Youth Driver Education Program</i></li> <li>▪ <i>Heavy Vehicle Safety</i></li> <li>▪ <i>Choose Right. Buckle Right</i></li> <li>▪ <i>Road Safety Audits</i></li> <li>▪ <i>Observation Surveys</i></li> </ul>
<p><b>DUE TO START</b> WITHIN NEXT THREE MONTHS</p>	<ul style="list-style-type: none"> <li>▪ <i>Get a Grip on Gravel Roads</i></li> </ul>
<p><b>ACTION PLAN STATUS</b></p>	<p>The 2014 - 2017 Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan is on schedule, with the exception of the first two child restraint checking days that were scheduled for July and November 2014. The checking days were abandoned due to a heavy workload. Some of the unspent funds have been redirected into the <i>Heavy Vehicle Safety</i> program.</p>



General Manager



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<p><b>OTHER ACTIVITIES</b></p>	<ul style="list-style-type: none"> <li>▪ Writing and distributing to local media outlets a media release promoting back to school safety at the start of the school year. A photo was sourced to accompany the media release.</li> <li>▪ Writing and distributing to local media outlets a media release promoting the double demerit point period over the Australia Day long weekend. A photo was sourced to accompany the media release.</li> <li>▪ Writing and distributing to local media outlets a media release promoting the double demerit point period over the Easter holiday period.</li> <li>▪ Booking the <i>Keep Parkes Kids Safe</i> newspaper and radio advertisements to run in the Parkes Champion Post and on ROK-FM during term one. There are four advertisements which explain what the parking signs and other safety measures in school zones are, these include - no stopping signs, no parking signs, children's crossings and 40km/h school speed zones. The radio advertisements were voiced last year by a group of students from each of the Parkes Primary Schools.</li> <li>▪ Writing and distributing the minutes of the November meeting of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Steering Committee Meeting, along with a meeting agenda.</li> <li>▪ Assisting with the planning, implementation and debrief of the 2015 Parkes Elvis Festival Street Parade. This has involved the RSIPO: <ul style="list-style-type: none"> <li>○ Meeting with the volunteers who man the registration desk.</li> <li>○ Developing a 'rule's' reminder sign to display at the registration desk.</li> <li>○ Updating the PA Announcer's script.</li> <li>○ Attending the parade briefing.</li> <li>○ Being the PA Announcer Liaison during the parade.</li> <li>○ Attending the SES hot debrief.</li> <li>○ Organising the official debrief date/time and advising all stakeholders.</li> <li>○ Chairing the official debrief.</li> <li>○ Documenting the findings from the debrief.</li> </ul> </li> <li>▪ Organising and hosting a Mobility Scooter Safety Session for residents at Southern Cross Retirement Village in Parkes. This has involved the RSIPO: <ul style="list-style-type: none"> <li>○ Liaising with the Village and presenters (Lachlan Highway Patrol, Parkes Community Health and Regency Medical) to select a suitable date/time.</li> <li>○ Developing a promotional flyer about the event and delivering the flyers to the Village for distribution.</li> <li>○ Organising the logistics for the event and sourcing appropriate brochures and handouts.</li> <li>○ Hosting the event.</li> </ul> </li> <li>▪ Attending multiple onsite observations at Forbes North Public School with Forbes Shire Council's Manager of Technical Services and RMS' Safety Around Schools Project Officer. Council had received complaints about the congestion in Thompson Street. The team spoke with the School's Principal. The RSIPO has collated the team's findings and recommendations and will discuss these with the school at the start of next term. The team observed; <ul style="list-style-type: none"> <li>○ York Street drop off and pick up</li> <li>○ Thompson Street bus zone and Link Up program drop off and pick up</li> <li>○ Facey Street drop off and pick up.</li> </ul> </li> <li>▪ Attending an onsite meeting at St Laurence's - Forbes with Forbes Shire Council's Manager of Technical Service and RMS' Safety Around Schools Project Officer and Road Safety Traffic Officer. Council had received</li> </ul>
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General Manager



Mayor

	<p>complaints about safety associated with the new line marking in Dalton Street north of the pedestrian crossing. The team are collating their findings and recommendations for Council.</p> <ul style="list-style-type: none"> <li>• Attending an onsite meeting at the Parkes Driver Reviver with the Driver Reviver Coordinator and Parkes Shire Council's Parks and Gardens Coordinator. Issues raised included building maintenance, loose paving, the need for a table and chairs to be installed and traffic management in Thomas Street.</li> <li>• Working with the Forbes/Parkes CDAT (Community Drug Action Team). This has involved the RSIPO: <ul style="list-style-type: none"> <li>○ Holding a planning day in early February 2015 to map out all CDAT activities for the year. This meeting also served as the AGM.</li> <li>○ Attending a regional planning meeting in Parkes to discuss CDAT issues and activities.</li> <li>○ Meeting with team members to discuss the 2015 grant applications.</li> <li>○ Being interviewed by the Australian Drug Foundation for the 'rising star' section of the CDAT enewsletter.</li> <li>○ Organising the promotion of the <i>Big Summer Splash</i> pool party movie night events in Forbes and Parkes as well as the logistics for the Parkes event. This has involved the RSIPO: <ul style="list-style-type: none"> <li>▪ Writing a letter to Parkes Shire Council asking for permission to host the event.</li> <li>▪ Completing a pool usage form (Parkes Shire Council).</li> <li>▪ Organising a DJ for Parkes.</li> <li>▪ Organising and booking radio advertisements about both events on ROK-FM.</li> <li>▪ Writing and distributing to local media outlets a media release about the <i>Big Summer Splash</i>.</li> <li>▪ Distributing the promotional poster to local high schools for inclusion in the newsletter.</li> <li>▪ Organising a team member to distribute the promotional posters in the Parkes CBD.</li> <li>▪ Liaising with Parkes Shire Council to use the photo booth during the event.</li> <li>▪ Learning how to erect and use the photo booth.</li> <li>▪ Liaising with Northparkes Mine for use of their inflatable screen in Parkes.</li> <li>▪ Updating the event risk assessment.</li> <li>▪ Writing and distributing to local media outlets a follow-up media release.</li> </ul> </li> </ul> </li> <li>• Attending multiple Parkes Youth Week planning meetings. Forbes/Parkes CDAT will support the Pop Up Movie Road Show, which is travelling to all of the towns and villages in the Shire. A relevant drug/alcohol video will be sourced to watch as a preview before the movies in all locations. The RSIPO has approached CDAT team members to support to road show by assisting with supervision.</li> <li>• Presenting the <i>Driving Facts</i> session at the Traffic Offenders Program at Parkes PCYC each month.</li> <li>• Presenting information about child restraints and the laws to a New Mum's Group in Forbes, which is organised and facilitated by Forbes' Early Childhood and Family Nurse.</li> <li>• Presenting at <i>Strive to Drive</i>, an Aboriginal Licensing Program conducted by Centacare, in Parkes and Forbes. The session entails an interactive road</li> </ul>
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General Manager



Mayor

	<p>safety game which tests participants' knowledge of behavioural issues, road safety stats and facts as well Police enforcement.</p> <ul style="list-style-type: none"> <li>Completing the new Working With Children Check.</li> <li>Participating in a WHS Work Activities and Risk Assessment Workshop with staff at Parkes Shire Council. These workshops have been held with all the work teams. They identify and rate all the risks associated with the team conducting their normal work duties.</li> <li>The RSIPO is a member of NSW Health's Community Engagement Action Program Advisory Board. Booking accommodation to attend the fourth CEAP Advisory Board Meeting in Sydney in March, which was later rescheduled to April.</li> <li>Working with the finance section of Parkes Shire Council to complete the monthly expenditure invoices for RMS.</li> </ul>
<b>MEDIA COVERAGE</b>	See attached newspaper clippings and advertising. The RSIPO also actively participated in road safety updates for 2PK/ROK-FM, Valley FM and ABC Central West radio stations.
<b>LEAVE TAKEN</b>	<ul style="list-style-type: none"> <li>1 January - Public Holiday</li> <li>2 January - RDO</li> <li>9 January - RDO</li> <li>26 January - Public Holiday</li> <li>30 January - RDO</li> <li>16 February - RDO</li> <li>6 March - RDO</li> <li>13 March - RDO</li> <li>16 March - 17 March - TIL</li> </ul>
<b>MEETINGS ATTENDED</b>	<ul style="list-style-type: none"> <li>Parkes Shire Council Traffic Committee Meeting</li> <li>Forbes Shire Council Traffic Committee Meeting</li> <li>Lachlan Shire Council Traffic Committee Meeting</li> <li>Parkes, Forbes and Lachlan Shire Councils' Road Safety Steering Committee Meeting - Forbes</li> <li>Western Region RMS/RSO Meeting - Parkes</li> <li>Parkes Shire Council's All Council Employees Meeting</li> <li>Parkes Shire Council's Engineering Services Monthly Meetings</li> <li>Parkes Shire Council's Social Media Strategic Planning Meeting</li> </ul>
<b>TRAINING &amp; CONFERENCES</b>	<ul style="list-style-type: none"> <li>IPWEA NSW Regional Forum - Bathurst</li> <li>Diploma of Project Management Training - Workshop One - Parkes</li> <li>Pulse Training (IPR) - Parkes</li> </ul>
<b>ISSUES OR COMMENTS</b>	<ul style="list-style-type: none"> <li>Nil</li> </ul>



General Manager



Mayor

## 13.2 (DES) Works Program Status

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### Executive Summary

Other than routine maintenance, major works that have been carried out over the past month are reported below.

### Background Information

Details are provided monthly on the progress of major works in Council's construction program.

### Legislative or Policy Implications

Nil.

### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: *8. Maintain and improve the Shires Assets and Infrastructure*

Predicted positive effect / opportunity for the Delivery Program: *Good*

Works carried out fulfil the aims of the Delivery Program in maintaining and improving the Shire's assets.

Predicted negative / challenge to the Delivery Program: *Moderate*

If maintenance works and upgrading of Council's assets are not carried out then they will deteriorate at a greater rate, affecting the whole community.

### Quadruple Bottom Line



*Economic* ★★☆☆☆



*Environmental* ★★★★★



*Social* ★★★★★



*Civic Leadership* ★★★★★

The cost of maintaining and improving assets is increasing, thus creating a negative impact on Council's economic situation. This is offset by the positive impact on the Shire's economy through assisting access to services for the community and industry. The result of expending the funds creates a positive impact on the Social and Civic Leadership aspects in providing the best service possible to the community, at the least impact on the Environment.

### Budget & Financial Aspects

Projects have been allocated funding either from grants or Council funds as provided in the Operational Budget.

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General Manager

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Mayor

## Recommendation

1. That the information on Works Program Progress as at April 2015 be noted.

## Report

### Main Roads

Peak Hill to Tullamore Road (MR348) - Re Sheet and Causeway Upgrades	Planning
The Bogan Way (MR350N) - Widen and Reseal	In Progress
MR61W - Henry Parkes Way - Yarrabandai Upgrade	In Progress

### Roads to Recovery

Terowie Road timber bridge replacement:	
Bridge Construction	Complete
Road Approaches	Complete
Yarrabandai Road (SR175) Shoulder widening and reseal	Complete
Back Peak Hill Road (SR126) Shoulder widening and reseal	In progress

### Financial Assistance Grant - Road Construction

Docos Road Construction	Complete
Renshaw Road Construction	Planning
Bleechmore Road Rehabilitation	Complete

### Financial Assistance Grant - Gravel Resheeting

Alagalah Road (SR128) - 2.5km	Complete
Terowie Road (SR127) - 2.0km	Complete
Bindogundra Road (SR15) - 2.0km	Complete
Adavale Road (SR104) - 1.5km	Complete
Back Trundle Road (SR82) - 3.5km	Complete
Baldry Peak Hill Road (SR234) - 3.0km	Complete
Boor Hill Road (SR122) - 2.0km	Complete
Millers Lane (SR43) - 2.0km	Complete
Kittos Bridge Road (SR20) - 2.0km	Complete
Welcome Road (SR8) - 2.7km	Complete
Middle Trundle Road (SR83) - 3.0km	Complete

### Rural Construction

Adavale/Ascot Causeways	Complete
Yethra Road Causeway - \$50,000	Deferred
Terowie Road Causeways - \$30,000	Complete
Wyatts Lane Intersection	In progress

### Parkes Regional Airport

Upgrade carpark - survey and design	Complete
Upgrade carpark - Construction	Planning

### Water Supply

Lake Endeavour Dam - Strengthen & Flood Security Upgrade	In progress
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### Footpath Construction

Hospital Precinct Footpath	In progress
Baker Street Footpath	In progress



General Manager



Mayor

**Special Rates Variation**

Flood Plans - Bogan Gate

Survey complete

Works Complete

Flood Plans - Tullamore

Consultant - ongoing assessment.

Commenced

Sports Ground Master Plans

Sports Field Master Plans - Woodward Oval

In progress - To be advertised for Public Exhibition

Sports Field Master Plans - Keast Oval

In progress - To be advertised for Public Exhibition

- Tullamore

In progress - Community Engagement

Cooke Park Master Plan

In progress - Community Engagement

Footpaths - Trundle

In Progress

Footpaths - Peak Hill

In Progress

Roads - SR72 Bedgerebong Road

In Progress

- SR83 Middle Trundle Road Causeway Upgrades

Complete

**Attachments**

1. Photos of Terowrie Bridge.
2. Photo of Trundle Footpath works



General Manager



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Terowrie Bridge construction - complete



General Manager

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Trundle SRV Footpath - in progress



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General Manager

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Mayor

## 14 DIRECTOR INFRASTRUCTURE REPORT

### 14.1 (DI) Water and Sewage Treatment Plant EOI

#### Executive Summary

The Water and Sewage Treatment Plant projects are progressing. On-site investigations are nearing completion, Review's of Environmental Factors are being compiled and the development of the designs have progressed to 75% of the final design. Council has previously approved the Project Procurement Plan using the Expression of Interest and Selected Tenderer Involvement mechanisms. The documentation has been produced and approved by the Major Projects Steering Committee and presented to the Risk Review committee. It is intended to release the EOI documents to the market on 18 May 2015.

#### Background Information

Council's existing plants have long passed their useful and economic lives and the planning phase for new plants has been in place since 1996.

#### Legislative or Policy Implications

Nil.

#### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to:

- 2. *Improve Health and Well Being,*
- 2.5 Maximise Public Safety,
- 8. *Maintain and improve the Shires Assets and Infrastructure,*
- 8.1 Ensure that Shire Water Management is in line with Best Practice

Predicted positive effect / opportunity for the Delivery Program: *Excellent*

The projects will comply with Current Requirements / align exactly with the Future Directions.

Predicted negative / challenge to the Delivery Program: *Negligible*

Compliance with current requirements has no negative impacts. Non-compliance would result in extreme impacts.

#### Quadruple Bottom Line



*Economic* ★★★★★



*Social* ★★★★★



*Environmental* ★★★★★



*Civic Leadership* ★★★★★

General Manager

Mayor

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## Budget & Financial Aspects

These projects are listed on the NSW Country Towns WS&S Programme for subsidy, combined with the Water Security for Regions subsidy, Council has budgeted \$56.5M for these works, including the subsidies. It is expected a subsidy amount of 25% or higher will be available from the Office of Water, conditional upon Council achieving full Best Practice compliance, namely achieving the 25/75 ratio for water access and usage charges.

## Recommendation

1. That Council proceed to Expression of Interest phase of the projects and release the documents on the 18 May 2015.

## Attachments

Nil.

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General Manager

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Mayor

## 15 CONSIDERATION OF COMMITTEE MINUTES

### 15.1 Committee Minutes - Parkes Sports Council Meeting held on 10 March 2015

#### Executive Summary

The Minutes of the Parkes Sports Council Meeting held on 14 April 2015 is presented for the information of Council.

#### Background Information

The Parkes Sports Council (a Section 355 Committee of Council) maintains the sporting fields of Parkes and prepares grounds for user groups. Fees are raised from member groups which contributes towards the cost of maintenance of grounds and plant replacement.

#### Legislative or Policy Implications

The Sports Council operates as a Section 365 committee of Council.

#### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: 2. *Improve Health and Well Being*

Predicted positive effect / opportunity for the Delivery Program: *Good*

Predicted negative / challenge to the Delivery Program: *Low*

#### Quadruple Bottom Line



*Economic* ★★★★★



*Environmental* ★★★★★



*Social* ★★★★★



*Civic Leadership* ★★★★★

The provision of quality sporting fields enhances Council's community reputation and can result in an injection of funds into the community through sports tourism.

#### Budget & Financial Aspects

Parkes Shire Council contributes funds annually to the Sports Council to augment the fees collected from the sporting groups, which are used for sporting field maintenance and plant replacement.

#### Recommendation

1. That the Minutes of the Parkes Sports Council meeting held on 10 March 2015 be received and noted.

General Manager

Mayor

## Attachments

### 1. Minutes of the Parkes Sports Council Meeting Held on 14 April 2015



## Record of Meeting

Minutes of the Management Committee meeting held on 14 April 2015 commencing at 7:33pm.

### **Attendance**

Ben Howard (President), Anthony McGrath (Secretary), Owen Jensen (Treasurer), Greg Duffy (Community Representative), Robert Wally Norman (Netball), Scott Lowe (PDASA), Kristy Fletcher (PDASA), Noel Huggert (Parkes Touch), Al Gersbach (Vice President, Senior Rugby), Gail Bartley (Community, Grants Committee), Laurie Wakefield (Parkes Hockey), Lionel Harris (Parkes Rugby League)

Note: Quorum is 7 members (including 5 from Sporting Groups and 2 Office Bearers).

### **Apologies**

Michael Greenwood (Senior Rugby League, Council representative), Louise O'Leary (Peak Hill Sports Council, Council Representative), Greg Morrissey (Junior Cricket, School Sport), David Ramsay (Council)

### **Welcome**

Chairman welcomed all attendees to the meeting.

### **Confirmation of Minutes of Previous Meeting**

Minutes of previous meeting were distributed to all affiliates. Moved by A McGrath that the minutes of the previous meeting be confirmed as a true and correct record. Seconded by Wally Norman. Carried.

### **Business Arising**

- Nil.

### **Outstanding Items**

#### **1) Master Plans**

13/5/2014 – Awaiting return from consultant before further comment from sporting groups and the community.

10 June 2014 - Master plans for Pioneer, Northparkes, Spicer, Harrison, Cheney, McGlynn, Berryman (Trundle) and Linder (Peak Hill) are currently on public exhibition. Sporting groups were concerned that they were not consulted. Sporting groups were concerned at the lack of detail and lack of progress or urgency.

9 Sept 2014 - Status Report tabled (Attached). Master plans to be presented to Council during October. Request to include Armstrong Park in the process.

7 Oct 2014 - To be presented to Council on 4 November

General Manager

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9/12/2012 – Consultant Ross Planning appointed to do Keast, Woodward & Armstrong. Should start in the new year.

10/2/2015 – Community engagement to commence within a month.

10/3/2015 – Draft master plans for Keast, Woodward, Pola Park and Armstrong park tabled at the meeting. Workshop to be held with Councillors during the week beginning 23 March 2015.

14/4/2015 – Draft plans approved by Council and a workshop has been conducted with them. The consultant is currently updating the plans. Public consultation will take place soon before the final plans including any submissions, are presented to Council for final approval.

### ***Sporting Facilities Development Committee (SFDC)***

The next Parkes Shire Council SFDC meeting will be held in the near future.

### ***Correspondence***

The following correspondence was recorded since the last meeting:

1. Email from Parkes Cricket Association inviting the Sports Council Executive to attend the annual presentation dinner
2. Survey from SGL Consulting requesting a survey be completed to advise Council's plans to build any basketball stadiums in the future
3. Email from GP Cup working committee requesting advice around using Harrison park as a venue for the 2015 GP Cup.
4. Email sent to groups advising that the Spicer Park Grandstand had been closed until further notice.
5. Request from Elise Jackson to use a sporting facility for soccer training on Monday nights.
6. Request from Beau Newell for financial assistance to attend the Touch World Cup as a level 6 referee.
7. Email to Groups containing the March minutes and copies of the draft master plans.
8. Reminder to groups regarding the April budget meeting
9. Email from Cr Greenwood apologising for inability to attend. In addition Cr Greenwood suggested that the Sports Council endorse the idea to support, as a project for the next 12 months, the erection of suitable signage at all grounds outlining why the ground was named.

### ***Business Arising***

- 1,7,8 For Information
- 2, Survey completed.
- 3,5 Information provided.
- 4,6,9. Discussed in General Business.

### ***Finances***

The Treasurer's report was tabled. A copy of this report is included as a separate attachment to these minutes.

Owen moved that the report be accepted. Seconded by Gail Richardson-Bartley. Carried.



General Manager



Mayor

## ***Plant Report***

- A demonstration of a new PTO driven rotary mower was conducted with Sports Council staff at the Forbes Golf Club.
- The machine recommended for use on Parkes Sports Fields is the Trimax Pegasus S3
- Links to the machine specifications and a video of it in operation can be found here:  
<http://trimaxmowers.com.au/our-mowers/pegasus/>

## ***General Business***

### **Draft 2015-16 Sports Council Budget**

The draft budget was presented by Owen (see attachment). Key points included:

- The Sports Council turnover will exceed \$117,000 in 2015/16.
- A small surplus of \$ 3,330 has been proposed for the year 2015-16.
- The Shire Council subsidy for the full 12 months is \$14,511. The Shire Council employ 3 staff members whom maintain the Sporting Grounds, and meets the payroll component of the grounds maintenance.
- Operating costs including depreciation and a contribution towards plant replacement, are estimated at \$ 79,930, while the contribution from sporting groups, schools, and other associations is \$ 62,480. This shortfall of \$ 17,450 is made up by the Council subsidy and a small amount of interest income. As the Sports Council interest income has been reduced due to the loss of investment opportunity due to receiving historically a larger subsidy, assistance from Council will be required to address future plant replacements.
- Levies have been generally increased by a uniform 2.4 per cent on the previous year in recognition of increased operational costs and the need to provide for future plant replacements. Levies have been included for AFL as there is currently a senior team scheduled to play in 2015-16.
- There is a proposed \$10 p.a. increase in affiliation costs to \$ 280.00 p.a.
- It is proposed to increase 2015/16 lighting charges as follows:

<b>Sports Field</b>	<b>Proposed Charge Per Hour</b>
Spicer Oval	\$25.00 Full Field
Woodward Oval	\$25.00 Full Field
Pioneer Oval	\$12.50 Per Pole \$25.00 2 Poles \$50.00 4 Poles
Northparkes Oval	\$25.00 Half Power \$50.00 Full Power
Harrison Park	Full Cost Paid by Parkes Soccer Association
Steven Davies Field	Full Cost Paid by Parkes Hockey Inc
Cheney Park	Full Cost Paid by Parkes Touch Association

- A total \$15,000 has been set aside for transfer to the Plant Reserve for future plant upgrades and replacements. It is proposed to approach Council for assistance with the replacement of the Gang Mower. This has been overdue for replacement for many years, and has added to the annual maintenance expenditure by many ongoing repairs needed to keep it operational.

Moved by Owen, seconded by Al Gersbach that the Draft 2015-16 Budget be accepted and that any groups that wish to make a submission should do so by Tuesday 5 May 2015.



General Manager



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**Action:** Sporting Groups to review the draft budget and advise of any concerns by 5 May 2015.  
Anthony to make a submission to Parkes Shire Council regarding assistance with the purchase of a replacement field mower. Owen to collate any submissions and present the budget to Parkes Shire Council.

**Beau Newell - Request for Assistance to Attend World Cup**

- Sports Council runs the Harrison Bursary to assist local talented junior sports persons but there is currently no allocation or precedent that can be used to financially support individual sports persons.

**Action:** Anthony to advise that the Sports Council cannot accede to the request.

**Building Inspections**

- Council's building section arranged for some building inspections to be carried out at the Pioneer Oval canteen and Cheney Park Amenities
- Parkes Shire Council will develop a project action plan to address the issues.

For Information.

**Closure of Spicer Oval Grandstand**

- Grandstand at Spicer oval was closed by Parkes Shire Council because the Northern and Southern walls had become unstable and were in danger of collapsing.
- The scope of works is to be amended based on engineering advice and further input from the local heritage adviser before a final action plan is developed to repair the grandstand.

For Information.

**Interpretive Signage at Sports Fields**

- Cr Greenwood suggested that the Sports Council endorse the idea to support, as a project for the next 12 months, the erection of suitable signage at all grounds outlining why the ground was named. This is appropriate given the imminent naming ceremony for Jock Colley Field. Cr Greenwood is happy to be involved in deciding on format and wording.

Moved by Ben Howard that the Sports Council endorse the project and request that Parkes Shire Council include it as a project in its 2015-16 Operational Budget. Seconded by Al Gersbach.  
Carried.

***Around the Grounds***

**Netball (Wally Norman)**

- Netball starts on 2 May
- NSW Primary Schools Gala Day is to be held on 6 May 2015
- Due to the unavailability of Court 5 because of damage, request that the rings to be dropped on Court 7.

**Action:** Sports Council Staff to arrange.

- McGlynn Park Car park needs attention as it is in a poor state of repair.

**Action:** Ben to investigate

**Rugby (Al Gersbach)**



General Manager



Mayor

- Purchased a Container with approval from Council's building services department to store equipment
- Lights still require replacement
- Golf practice taking place at Spicer
- Drainage issue at north east corner of Spicer. Perhaps East street drainage is impacting
- Drainage issue around at Northparkes storage sheds causing water to enter the building.

**Action:** Ben to review drainage issues

- Broken tables not reported
- Equipment (eg pie ovens) left dirty
- Shade shelter on Northparkes amenities update

**Action:** David Ramsay to provide an update on the project

- Bins at Northparkes need to be put out by school groups
- Inspection carried out and list sent to Building Services

**Action:** Anthony to follow up list with building services

- 2<sup>nd</sup> May clash with AFL?
- Rugby Charity match with Forbes in May

#### **Rugby League (Lionel Harris)**

- Power required at scoreboard which arrives in 5 weeks

**Action:** Ben to investigate location power options

#### **Soccer (Scott Lowe)**

- Ladies and Men's competitions have started
- Juniors start 2 May 2015
- Thanks Sports Council staff for their assistance in preparing the field layouts
- Mariners visit was discussed at Council by funding was denied

**Action:** Ben to send resolution to Scott Lowe

- Road works around Ground 6 need grading

**Action:** Ben to ask staff to review car park and roads around Harrison Park for grading

- Mushroom rings are a concern
- Long grass near sewerage pits need mowing
- Issue with dog owners not picking up their dog droppings

**Action:** Anthony to arrange a press release to educate dog owners about their responsibilities

#### **Touch (Noel Huggert)**

- Bins still required at Cheney Park
- Lights still out need replacement ASAP

#### **Hockey (Laurie Wakefield)**

- Juniors start 2 May
- Coaching evening being held on 23 April with clinic the next day
- Meeting with Council to discuss details of the Turf 2 project

#### **Next Meeting**

The next meeting will be held at 7:30pm at Parkes Leagues Club on 12 May 2015.

#### **Meeting Close**

Meeting adjourned at 8:45 pm



General Manager



Mayor

## Parkes Sports Council

### Treasurers Report

For the Month Ended 31 March 2015

#### Cash and Investment Report

The balance of Parkes Sports Council investments and cash at bank were as per the following table as at 31st March 2015.

Westpac Bank ( BSB # 032-834 Account # 72-2460)(Working Account)	\$ 36,624.44
Westpac Bank (BSB # 032-834 Account # 18-4666) Business Cash Reserve Account (Interest @ 1.70% at call)	\$ 20,383.45
Central West Credit Union (BSB # 802-394 Account # 10891S5), At Call Community Proud Account ( Interest @ 1.45% at call)	\$ 1,032.85
Westpac Bank (BSB # 032-834 Account # 201016) Business Cash Reserve Account (Interest @ 0.01% at call)	\$ 68.39
Westpac Bank (BSB # 032-834 Account # 208787) Business Cash Reserve Bonus Account (Interest @ 0.00% at call – Bonus Paid with Non-Mthly Withdrawal)	\$ 242.85
Central West Credit Union (BSB # 802-394 Account # 10891I6), Term Deposit (270 Days @ 2.60%) (Maturity Date 09/01/16)(Interest on Maturity - \$ 1,041.73)	\$ 54,163.82
Central West Credit Union (BSB # 802-394 Account # 10891S9), At Call & Investment Savings Deposits	\$ 9.56
<b>Total Cash and Investments – Parkes Sports Council</b>	<b>\$ 112,525.36</b>

Westpac Bank (BSB # 032-834 Account # 202393) Term Deposit (6 months @ 3.00%) - Duncan MacDonald Foundation (Maturity Date 11/06/15) (Interest on Maturity - \$ 152.37)	\$ 10,157.93
National Australia Bank Term Deposit (Account Number 15-007-8364) (6 Months @ 2.60%) – Duncan MacDonald Foundation (Maturity Date 21/08/15) - (Interest on Maturity - \$ 69.70)	\$ 5,361.87
Plus Cash at Bank	\$ 92.92
Less Parkes Junior Cricket	(\$ 1,400.00)
<b>Total Cash and Investments – Duncan MacDonald Foundation</b>	<b>\$ 14,212.72</b>

#### **Appendix 1:** Media Release - Presentation of Northparkes Mine Sporting Grants - 2015 Round 1

- Total \$ 12,061



General Manager



Mayor



## M E D I A   R E L E A S E

### **\$12,061 in Northparkes Sports Grants Handed Out**

Northparkes Mine and the Parkes Sports Council have announced the successful applicants from the first round of the Sports Grants Funding Program for 2015.

This round closed on 28 February 2015. The assessment panel subsequently met and the successful applicants were as follows:

Sporting Association	Project Description	Granted
Parkes Golf Club	Convert an existing shed for storage of Golf Carts.	\$8,000
Parkes Pony Club	Join Parkes Sports Council and work on a plan to maintain the Pony Club grounds.	\$300
Parkes PCYC	Purchase and install a set of uneven bars for gymnastics.	\$1,761
Parkes Junior Rugby Club	Purchase training and conditioning equipment and train coaches and young officials.	\$2,000

**Total:            12,061**

Northparkes Mine and the Parkes Sports Council were pleased to present the funds to the successful applicants on Tuesday 31 March 2015. They thanked all the associations which had applied for the Northparkes Sports Grants scheme and are pleased to be able to assist these projects.

The next round of the Sports Grants Funding Grants totalling \$15,000 will be held in June 2015.

Parkes Sports Council will advertise when this round will be open later this year, and provide further details on completing a application.



Acting under authority granted by the Parkes Shire Council

Woodward Park Pavillion | PO Box 370 | PARKES NSW 2870  
PH (61) 02 6861 2324 | FAX (61) 02 6862 3946  
EMAIL [sport@parkes.nsw.gov.au](mailto:sport@parkes.nsw.gov.au) | WEBSITE [www.parkes.nsw.gov.au](http://www.parkes.nsw.gov.au)

A stylized signature in blue ink.

General Manager

A stylized signature in blue ink.

Mayor

**Photo:**



PICTURED L-R: **BACK** - MITCHELL WARD (PARKES RUGBY), MAYOR KEN KEITH, RHYS WARD (PARKES RUGBY JUNIOR CLUB CAPTAIN), DAN WRIGHT (PARKES RUGBY JUNIOR PRESIDENT), ROSS SMITH (PARKES GOLF CLUB), THERESE GREEN (PARKES PONY CLUB), OWEN JENSEN (PARKES SPORTS COUNCIL), **FRONT** - ALISSA HODGES (PARKES GYMNASTICS), KERRY HODGES (PARKES GYMNASTICS), JUSTINE FISHER (NORTHPARKES MINE), FAITH GREEN (PARKES PONY CLUB), ASHLEIGH AND CASSANDRA WARD.

*END OF RELEASE*

Précis or Summary:	Northparkes Mine and Parkes Sports Council announce successful applicants in Northparkes Sports Grants.			
Authorised By:	<b>Ben Howard Chairman</b>	Contact:	Anthony McGrath (02) 6861 2317	Embargoed Until: 1 April 2015 9:31 AM
Distribution:	Local media			

General Manager

Mayor

## 16 QUESTIONS AND MATTERS OF URGENCY

Nil.

## 17 CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS

### 17.1 (DTCS) Sale of Council owned industrial land

Prepared By: Director Technology and Corporate Service

#### Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the Local Government Act 1993 and Council's Code of Meeting Practice, which permits the meeting to be closed to the public for business relating to the following: -

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

#### Executive Summary

Council has received an offer for the purchase of land in the industrial estate.

#### Background Information

Refer to Report

#### Legislative or Policy Implications

Sale to be in accordance with Council's Disposal policies and the Local Government Act 1993.

#### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to:

*Function 1: Financial Sustainability*

Predicted positive effect / opportunity for the Delivery Program: *Good*

Predicted negative / challenge to the Delivery Program: *Minor*

#### Quadruple Bottom Line



*Economic* ★★★★★



*Environmental* ★★★★★



*Social* ★★★★★



*Civic Leadership* ★★★★★

General Manager

Mayor

## Budget & Financial Aspects

Sale proceeds will be used to increase established reserves set aside for the further development of the Southern Industrial Estate and holdings.

## Recommendation

1. That Council note the need to sell land in the Industrial Estate as part of the future Industrial Land Strategy.
2. That a final report be submitted to Council prior to completion.
3. That the General Manager be authorised to negotiate the sale on favourable commercial terms with reference to prevailing market conditions and the long term needs of Council's Economic Development Strategy.

## Report

Council currently has Lot 6 Boyd Circuit (Lot 16 DP1152981), Lot 8 Boyd Circuit (Lot 17 DP 1152981), Lot 10 Boyd Circuit (Lot 18 DP1152981) and Lot 12 Boyd Circuit (Lot 19 DP1152981) for sale/lease. Up to this time, little genuine interest has been received. Council has now been approached by Mr Steve Mansley who currently owns a business on Matthews Street (Containit solutions <http://containit.com.au>) regarding the possibility of purchasing Lots 6, 8, 10 & 12 Boyd Circuit as his business has outgrown its current location. Mr Mansley currently employs over 10 people on site and he is looking to double this number over the next few years. This purchase will also require a boundary adjustment. Mr Mansley handles land and property interests for the Brethren Community who have industry in Parkes, Condobolin, Lake Cargelligo and Katoomba.

Mr Mansley has been informed that the current price for Industrial Land is \$30m2 plus GST. The total area of the four blocks combined is 9570m2 therefore, the total cost of the 4 blocks would be \$287,100 plus GST (\$315,810 including GST) at the current policy price.

Mr Mansley has requested that Council look at reducing this price as he is looking at purchasing over 9500m2. Mr Mansley also pointed out that 12 Boyd Circuit (Lot 19/ DP 1152981) is an awkward shaped block which slopes away towards the south west corner and if he develops Lots 6,8 & 10 Boyd Circuit it will make the development and sale of 12 Boyd Circuit difficult. As an informed developer, Mr Mansley has drawn Council's attention to the fact that in its current form, Lot 12 would never sell as an individual lot.

It would be recommended due to the scale of the purchase, the potential to increase employment and the difficulty that Council may have in selling 12 Boyd Circuit (Lot 19 DP1152981) in the future, that Council considers a discounted rate of \$22m2 plus GST which would give a total purchase value of \$210,540 plus GST (\$231,594 including GST) to release the majority of the current holding price to Council to permit further development of the South Parkes Industrial Estate.

If income from land sales are not realised in the short term, Council would need to borrow to pay for development costs which would attract an interest expense. This should also be considered when contemplating the discounted sale price.



General Manager




Mayor

## Attachments

### 1. Industrial Land Information Sheets

**Parkes Industrial Estate**

**6 Boyd Circuit (Lot 16 DP1152981)**

 **PARKES  
SHIRE  
COUNCIL**

0/0



#### SERVICES


Area:	2190m²	(Tentative lot boundary as marked on photo)
Sewer:	Western Corner	
Water:	Southern road frontage	Requires application to Council for 20mm meter. ( fee applicable for upsizing to larger service)
Nearest Hydrant:	Southern road frontage	
B- Double route:	Yes	
Electricity:	30 Kva per lot	
Stormwater:	Connect to existing IAD	



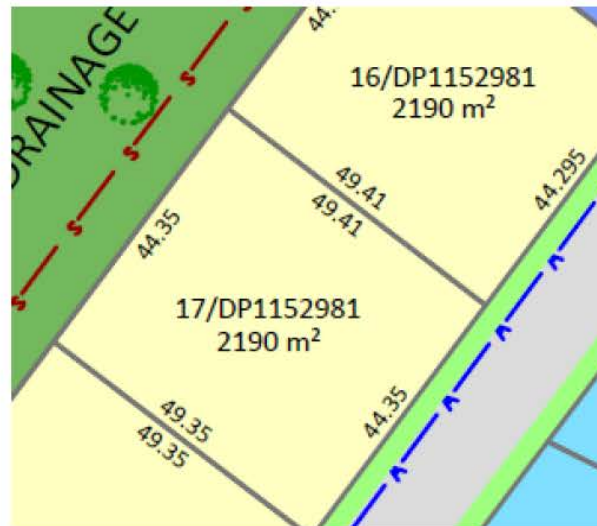
General Manager

Mayor

**Parkes Industrial Estate**  
**8 Boyd Circuit (Lot 17 DP1152981)**

**PARKES  
SHIRE  
COUNCIL**

0/0



#### SERVICES

Area:	2190m²	(Tentative lot boundary as marked on photo)
Sewer:	Western Corner	
Water:	Southern road frontage	Requires application to Council for 20mm meter. ( fee applicable for upsizing to larger service)
Nearest Hydrant:	Southern road frontage	
B- Double route:	Yes	
Electricity:	30 Kva per lot	
Stormwater:	Connect to existing IAD	



Date last saved: 28/6/2012


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General Manager

Mayor

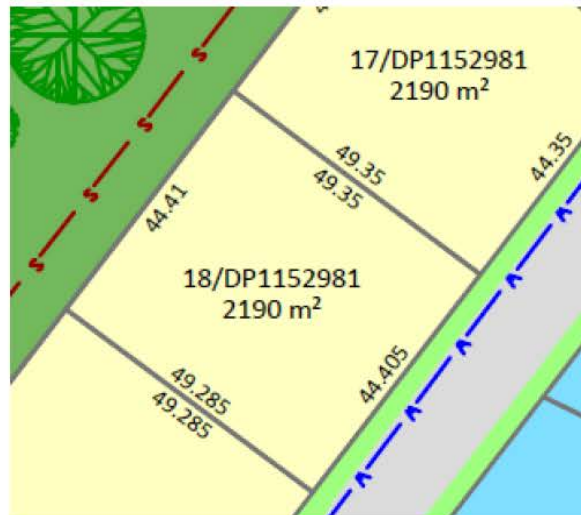
**Parkes Industrial Estate**

**10 Boyd Circuit (Lot 18 DP1152981)**



**PARKES  
SHIRE  
COUNCIL**

0/0



#### SERVICES

Area:	2190m²	(Tentative lot boundary as marked on photo)
Sewer:	Western Corner	
Water:	Southern road frontage	Requires application to Council for 20mm meter. ( fee applicable for upsizing to larger service)
Nearest Hydrant:	20m North	
B- Double route:	Yes	
Electricity:	30 Kva per lot	
Stormwater:	Connect to existing IAD	



Date last saved: 28/6/2012


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General Manager

Mayor

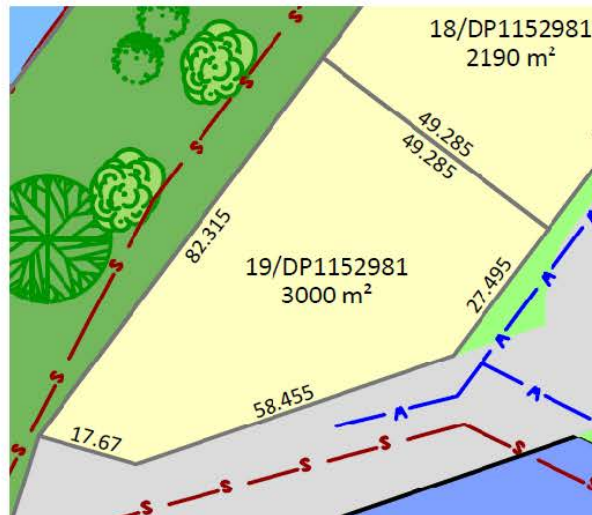
**Parkes Industrial Estate**

**12 Boyd Circuit (Lot 19 DP1152981)**



**PARKES  
SHIRE  
COUNCIL**

0/0



#### SERVICES

<b>Area:</b>	<b>3000m²</b>	(Tentative lot boundary as marked on photo)
<b>Sewer:</b>	<b>Western Corner</b>	
<b>Water:</b>	<b>Southern road frontage</b>	Requires application to Council for 20mm meter. ( fee applicable for upsizing to larger service)
<b>Nearest Hydrant:</b>	<b>64m North</b>	
<b>B- Double route:</b>	<b>Yes</b>	
<b>Electricity:</b>	<b>30 Kva per lot</b>	
<b>Stormwater:</b>	<b>Connect to existing IAD</b>	



Date last saved: 28/6/2012

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General Manager

  
Mayor

## 17.2 (DTCS) Elvis Festival Financials as at 2 April 2015

**Prepared By:** Chief Financial Officer (Treasurer)

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### Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the Local Government Act 1993 and Council's Code of Meeting Practice, which permits the meeting to be closed to the public for business relating to the following: -

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

### Executive Summary

The financial statements for the 2015 Elvis Festival activity within council as at 2 April 2015 have been prepared including a variance analysis to the 2015 Elvis Festival Budget.

### Background Information

The Elvis Festival Operations Budget had been initially developed based on information provided by Elvis Revival Inc, and projected revenue from sponsorship and events planned to take effect in 2015. This was used as a financial plan and guide for the 2015 Elvis Festival.

### Legislative or Policy Implications

Nil

### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: 6. Enhance Recreation and Culture  
6.4.3 Provide opportunities for all to experience cultural activities

Predicted positive effect / opportunity for the Delivery Program: *Excellent*

Tourism is an important industry for the Parkes Shire with local events stimulating the economy, it is estimated the Parkes Elvis Festival contributes in excess of \$9 million.

Predicted negative / challenge to the Delivery Program: *Minor*

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General Manager

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Mayor

### **Quadruple Bottom Line**



*Economic* ★★★★★



*Environmental* ★★★★★



*Social* ★★★★★



*Civic  
Leadership* ★★★★★

### **Budget & Financial Aspects**

\$250,000 has been contributed by Elvis Revival Inc and \$100,000 from Parkes Shire Council to provide working capital for the 2015 Festival. The current Profit & Loss results as at 5 April 2015 reflect a deficit of (\$15,966) (\$21,433 as reported as at 5 March 2015). This result is a favourable variance as compared to the revised budget of a net deficit of (\$102,520). At this stage, there are only two small orders to be processed, totalling \$2,685 and one being followed up for payment.

### **Recommendation**

1. That the financial information as at 2 April 2015 be received and noted.

### **Report**

Attached are the Financial Statements for the 2015 Parkes Elvis Festival as at 2 April 2015. There are only two small orders totalling \$2,685 being followed up for payment, which leaves a deficit of (\$15,966).

An EOY stocktake is scheduled to be completed in April and Vend will be updated for the latest count.

Within the expenses, there was a favourable variance within Event Infrastructure (76.70% of Budget), Event Production (69.8% of Budget), and a unfavourable variance for marketing being 28.9% above budget.

Total Income for the 2015 Elvis Festival was \$427k, with total expenditure of \$443k. Currently there is \$315,009 in funds held as working capital as at 2 April 2015 for the 2016 Elvis Festival.

### **Attachments**

1. Parkes Elvis Festival Financial Statements as at 2 April 2015.

General Manager

Mayor

**Income Statement**  
**2015 Elvis Festival (Parkes Shire Council)**  
**2 April 2015**



**Profit & Loss Statement**

INCOME	2015 Actual	% of OI
<b>Operating Income</b>		
Op. Contributions - Elvis Revival Committee	-	-
Op. Contributions - Ticket Sales and Registrations	193,253	45.3%
Op. Contributions - Elvis Merchandise	73,990	17.3%
Op. Contributions - Elvis Sponsorships	127,616	29.9%
Op. Contributions - Marketing & Advertising	17,975	4.2%
Op. Contributions - Accommodation Programs	13,636	3.2%
<b>Total Operating Income (OI)</b>	<b>\$ 426,470</b>	<b>100.0%</b>
<b>Total INCOME</b>	<b>\$ 426,470</b>	<b>100.0%</b>
<b>EXPENSES</b>		
<b>Operating Expenses</b>		
Elvis Festival - Event Infrastructure	72,470	17.0%
Elvis Festival - Event Production	47,670	11.2%
Elvis Festival - Event Programming	126,539	29.7%
Elvis Festival - Merchandise / Outlet	54,195	12.7%
Elvis Festival - Marketing	99,457	23.3%
Elvis Festival - Volunteers	5,264	1.2%
Elvis Festival - Administration	16,205	3.8%
Elvis Festival - Sponsor Servicing	1,679	0.4%
Elvis Festival - Surveys and Research	2,500	
<b>Total Operating Expenses</b>	<b>\$ 425,979</b>	<b>99.9%</b>
<b>Total EXPENSES</b>	<b>\$ 425,979</b>	<b>99.9%</b>
Operating Result	\$ 491	
<b>NET OPERATING RESULT FOR THE YEAR</b>	<b>\$ 491</b>	

General Manager

Mayor

**Statements of Financial Position**  
**2015 Elvis Festival**  
**(Parkes Shire Council)**  
**As at 2 April 2015**



**Balance Sheet**

<b>Assets</b>	<b>Actual 2015</b>	<b>2014</b>
	(As at 02/04/15)	
<b>Current Assets</b>		
Cash	315,009	334,183
Accounts receivable	-	-
Inventory	18,062	-
Prepaid expenses	-	-
Short-term investments	-	-
<b>Total current assets</b>	<b>333,071</b>	<b>334,183</b>
<b>Non-Current Assets</b>		
Long-term investments	-	-
Property, plant, and equipment	3,648	2,045
(Less accumulated depreciation)	-	-
Intangible assets	-	-
<b>Total Non-Current assets</b>	<b>3,648</b>	<b>2,045</b>
<b>Total Assets</b>	<b>336,719</b>	<b>336,228</b>
<b>Liabilities and Owner's Equity</b>		
<b>Current Liabilities</b>		
Accounts payable	-	-
Unearned revenue	-	-
<b>Total current liabilities</b>	<b>-</b>	<b>-</b>
<b>Non-Current Liabilities</b>		
Other	-	-
<b>Total long-term liabilities</b>	<b>-</b>	<b>-</b>
<b>Owner's Equity</b>		
Owner's investment	100,000	100,000
Retained earnings	236,719	236,228
Other	-	-
<b>Total owner's equity</b>	<b>336,719</b>	<b>336,228</b>
<b>Total Liabilities and Owner's Equity</b>	<b>336,719</b>	<b>336,228</b>
<b>Common Financial Ratios</b>		
<b>Debt Ratio</b> (Total Liabilities / Total Assets)	0.00	0.00
<b>Current Ratio</b> (Current Assets / Current Liabilities)		
<b>Working Capital</b> (Current Assets - Current Liabilities)	333,071	334,183
<b>Assets-to-Equity Ratio</b> (Total Assets / Owner's Equity)	1.00	1.00
<b>Debt-to-Equity Ratio</b> (Total Liabilities / Owner's Equity)	0.00	0.00

General Manager

Mayor

**Statement of Cash Flows**  
**2015 Elvis Festival**  
**(Parkes Shire Council)**  
**As at 2 April 2015**



**Cash Flow Statement**

	For the Year Ending	30/06/2015	30/06/2014
Cash at Beginning of Year		334,183	-
<b>Operations</b>			
Cash receipts from customers		426,470	297
Cash receipts from other debtors		-	-
Cash paid for			
Elvis Festival - Event Infrastructure		(72,470)	-
Elvis Festival - Event Production		(47,670)	-
Elvis Festival - Event Programming		(126,539)	-
Elvis Festival - Merchandise / Outlet		(54,195)	-
Elvis Festival - Marketing		(99,457)	(11,738)
Elvis Festival - Volunteers		(5,264)	-
Elvis Festival - Administration		(16,205)	(2,331)
Elvis Festival - Sponsor Servicing		(1,679)	-
Elvis Festival - Surveys and Research		(2,500)	-
<b>Net Cash Flow from Operations</b>		<b>491</b>	<b>(13,772)</b>
<b>Investing Activities</b>			
Cash receipts from			
Reserve Contribution - Parkes Shire Council		-	100,000
Operating Contribution - Elvis Revival Committee		-	250,000
Cash paid for			
Purchase of property and equipment		(1,603)	(2,045)
Purchase of Stock on Hand		(18,062)	-
<b>Net Cash Flow from Investing Activities</b>		<b>(19,665)</b>	<b>347,955</b>
<b>Financing Activities</b>			
<b>Net Cash Flow from Financing Activities</b>		<b>-</b>	<b>-</b>
<b>Net Increase in Cash</b>		<b>(19,174)</b>	<b>334,183</b>
Cash at End of Year		315,009	334,183

General Manager

Mayor

**Income Statement - Analytical Review**  
**- 2015 Elvis Festival (Parkes Shire Council)**  
**As at 2 April 2015**



**Profit & Loss Statement (Variance Analysis)**

	Committed (As at 2 April 2015)	Actual Incl. Committed (As at 2 April 2015)	% of OI	Budget	% of Budget
<b>INCOME</b>					
<b>Operating Income</b>					
Op. Contributions - Ticket Sales and Registrations		193,253	45.3%	176,650	109.4%
Op. Contributions - Elvis Merchandise		74,287	17.4%	80,100	92.7%
Op. Contributions - Elvis Sponsorships		127,616	29.9%	99,000	128.9%
Op. Contributions - Marketing & Advertising		17,975	4.2%	19,000	94.6%
Op. Contributions - Accommodation Programs		13,636	3.2%	2,250	606.1%
		-	-		-
<b>Total Operating Income (OI)</b>	\$ -	\$ 426,767	100.0%	\$ 377,000	113.2%
<b>Non-Operating Income</b>					
Interest Income					
Donations					
Other					
<b>Total Non-Operating Income</b>	\$ -	\$ -		\$ -	-
<b>Total INCOME</b>	\$ -	\$ 426,767	100.0%	\$ 377,000	113.2%
<b>EXPENSES</b>					
<b>Operating Expenses</b>					
Elvis Festival - Event Infrastructure	2,655	75,125	17.6%	\$ 98,000	76.7%
Elvis Festival - Event Production	-	47,670	11.2%	68,270	69.8%
Elvis Festival - Event Programming	-	126,539	29.7%	132,850	95.2%
Elvis Festival - Merchandise / Outlet	-	54,195	12.7%	52,500	103.2%
Elvis Festival - Marketing	30	111,225	26.1%	86,300	128.9%
Elvis Festival - Volunteers	-	5,264	1.2%	8,500	61.9%
Elvis Festival - Administration	-	18,536	4.3%	24,500	75.7%
Elvis Festival - Sponsor Servicing	-	1,679	0.4%	4,600	36.5%
Elvis Festival - Surveys and Research	-	2,500	0.6%	4,000	62.5%
		-	-		-
<b>Total Operating Expenses</b>	\$ 2,685	\$ 442,733	103.7%	\$ 479,520	92.3%
<b>Non-Recurring Expenses</b>					
Furniture, Equipment and Software			-		-
Gifts Given			-		-
Other			-		-
<b>Total Non-Recurring Expenses</b>	\$ -	\$ -		\$ -	-
<b>Total EXPENSES</b>	\$ 2,685	\$ 442,733	103.7%	\$ 479,520	92.3%
<b>Operating Result</b>	\$ (2,685)	\$ (15,966)		\$ (102,520)	
<b>NET OPERATING RESULT FOR THE YEAR</b>	\$ (2,685)	\$ (15,966)		\$ (102,520)	15.6%

General Manager

Mayor

### 17.3 (DTCS) 2016 Elvis Festival Operational Budget

Prepared By: Chief Financial Officer (Treasurer)

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#### Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the Local Government Act 1993 and Council's Code of Meeting Practice, which permits the meeting to be closed to the public for business relating to the following: -

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

#### Executive Summary

A 2016 draft Elvis Festival operational budget has been developed for the information of the committee. The operational budget is a live working document which is expected to evolve as more accurate information is acquired and quotes / tenders confirmed.

#### Background Information

The 2016 draft Elvis Festival operational budget has been developed based on projected revenue from sponsorship and events planned to take place at the 2016 Elvis Festival.

#### Legislative or Policy Implications

Nil

#### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: 6. Enhance Recreation and Culture  
6.4.3 Provide opportunities for all to experience cultural activities

Predicted positive effect / opportunity for the Delivery Program: *Excellent*

Tourism is an important industry for the Parkes Shire with local events stimulating the economy, it is estimated the Parkes Elvis Festival contributes in excess of \$9 million.

Predicted negative / challenge to the Delivery Program: *Minor*

---



General Manager

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Mayor

### Quadruple Bottom Line



*Economic* ★★★★★



*Social* ★★★★★



*Environmental* ★★★★★



*Civic  
Leadership* ★★★★★

### Budget & Financial Aspects

Current working funds held for the 2016 Elvis Festival is \$315,009. Total forecast revenue is \$500,000 and forecast expenditure is \$550,300 resulting in a deficit of (\$50,300).

### Recommendation

1. That the 2016 draft budget be adopted in principle as a working document to be further refined.

### Report

This Elvis budget has been included in the Parkes Shire Council Draft Operational Budget 2015-16 which is currently on public exhibition for 28 days. Council will receive written submissions until close of business on Wednesday 6 May, 2015.

The current 2016 Draft Elvis Festival operational budget indicates that the total revenue is estimated to be \$500,000. This is a 17% increase on the results for the 2015 festival. The total expenditure is estimated to be \$550,300 which includes the salaries for an Elvis Sponsorship Officer. Sponsorships have been forecasted to increase by 50% for the 2016 Elvis Festival. The draft operational budget is therefore forecast to have a deficit of (\$50,300).

This has been set with using the actual performance of the 2015 festival as a guide. Some points to note include:

- ☐ Ticketing income has been calculated at 70% house capacity (industry standard being 65%). Therefore should the festival experience have the same sold out success as for 2015, an additional \$63,000 gross income is anticipated with only minor associated ticketing and venue charges. This would largely negate the current forecasted deficit.
- ☐ The contracted in-kind value sponsorships is estimated to be \$144,303. Subsequently the total turnover of the 2016 festival is \$644,303 including cash and contracted value in-kind sponsorship.

The 2016 draft Elvis Festival operational budget is attached for the Committee's review.

### Attachments

1. 2016 Parkes Elvis Festival operational budget.

General Manager

Mayor

**PARKES ELVIS FESTIVAL  
2016 FESTIVAL BUDGET SUMMARY**

INCOME	BUDGETED	GENERAL LEDGER
TICKET SALES* AND REGISTRATIONS	\$ 202,000.00	1295-1597-0000
MERCHANDISE	\$ 75,000.00	1295-1595-0000
SPONSORSHIPS	\$ 191,000.00	1295-1596-0000
MARKETING & ADVERTISING	\$ 20,000.00	1295-1599-0000
ACCOMMODATION PROGRAMS	\$ 12,000.00	1295-1598-0000
<b>TOTAL INCOME</b>	<b>\$ 500,000.00</b>	

EXPENDITURE	BUDGETED	GENERAL LEDGER
EVENT INFRASTRUCTURE	\$ 74,700.00	1295-2985-0000
EVENT PRODUCTION	\$ 82,400.00	1295-2986-0000
EVENT PROGRAMMING	\$ 142,350.00	1295-2987-0000
MERCHANDISE/OUTLET	\$ 49,000.00	1295-2973-0000
MARKETING	\$ 100,000.00	1295-2976-0000
VOLUNTEERS	\$ 5,850.00	1295-2979-0000
ADMINISTRATION	\$ 11,000.00	1295-2978-0000
SURVEYS AND RESEARCH	\$ 4,000.00	1295-2977-0000
CLIENT/SPONSOR SERVICING	\$ 4,000.00	1295-2980-0000
SALARIES	\$ 77,000.00	NEW GL
<b>TOTAL EXPENDITURE</b>	<b>\$ 550,300.00</b>	

SUMMARY	BUDGETED
TOTAL INCOME	\$ 500,000.00
TOTAL EXPENDITURE	\$ 550,300.00
	<b>-\$ 50,300.00</b>

\* NB major shows income calculated at 70% capacity



General Manager



Mayor

<b>PARKES ELVIS FESTIVAL</b>			
<b>2015 FESTIVAL PROJECTED INCOME</b>			
	<b>ESTIMATED</b>		<b>GENERAL LEDGER</b>
<b>MERCHANDISE</b>	<b>\$ 75,000.00</b>		<b>1295-1595-0000</b>
Merchandise sales		\$ 75,000.00	
<b>SPONSORSHIPS</b>	<b>\$ 191,000.00</b>		<b>1295-1596-0000</b>
NRMA - Exclusive Partner		\$ 50,000.00	
Destination NSW - Strategic Partners		\$ 70,000.00	
ClubsNSW Keno - Feature Concerts		\$ 13,000.00	
Northparkes Mines - Street Parade		\$ 9,000.00	
Western Global - Miss Priscilla		\$ 3,500.00	
Dwyer's Fresh - Miss Priscilla		\$ 500.00	
Shannons - Cars of the Era		\$ 500.00	
McDonald's - Rock n Roll Dancing		\$ 2,500.00	
Clubs NSW - Volunteers		\$ 6,500.00	
Parkes Paint & Heating - Photo Exhibit		\$ 500.00	
Rock the Boat Raffle sales		\$ 4,000.00	
Forbes Shire Council		\$ 1,000.00	
Other		\$ 30,000.00	
<b>TICKET SALES AND REGISTRATIONS</b>	<b>\$ 202,000.00</b>		<b>1295-1597-0000</b>
Feature Concerts - 400 x 4 shows @ \$59.09		\$ 95,000.00	Max capacities: 560
UETA - 400 tix x 2 shows @ \$54.55		\$ 44,000.00	Max capacities: 560
Legends of Rock - 350 tix @ \$31.81; 100 tix @ \$36.36		\$ 13,150.00	Max capacities: 560
Miss Priscilla - ticket sales 220 tix @ \$59.09		\$ 13,000.00	
Miss Priscilla - raffle sales (GST exempt)		\$ 1,500.00	
Elvis Tribute Artist Competition - 10 entrants @ \$22.72		\$ 250.00	
Rock'n'Roll Dancing Registration - 22 entrants @ 22.72		\$ 500.00	
Busking Competition Registration - 19 entrants @ \$18.18		\$ 300.00	
Poets Breakfast Registration - 15 entrants @ \$9.09		\$ 150.00	
Poets Breakfast Admission - 120 pax @ \$46.54		\$ 550.00	
Renewal of Vows Registration - 35 entrants @ \$43.63		\$ 1,600.00	
Market site fees - Cooke Park (65 sites @ \$454.54)		\$ 30,000.00	
Market site fees - CBD (16 sites @ \$454.54)		\$ 2,000.00	
<b>ACCOMMODATION PROGRAMS</b>	<b>\$ 12,000.00</b>		<b>1295-1598-0000</b>
Home Hosting		\$ 12,000.00	
<b>MARKETING &amp; ADVERTISING</b>	<b>\$ 20,000.00</b>		<b>1295-1598-0000</b>
Advertising revenue - print		\$ 7,500.00	
Advertising revenue - online		\$ 3,500.00	
Partnership Program - event and directory listings		\$ 9,000.00	
<b>TOTAL INCOME</b>	<b>\$ 500,000.00</b>		
<b>CONTRACTED VALUE IN KIND (VIK) SPONSORSHIPS</b>			<b>1295-1596-0000</b>
2CH		\$ 4,860.00	
Coates Hire		\$ 8,246.00	
Nangar Gems		\$ 2,000.00	
NSW TrainLink		\$ 80,000.00	
Pro Elvis Jumpsuits		\$ 500.00	
Regional Express		\$ 4,897.00	
Taronga Western Plains Zoo		\$ 600.00	
Trike Adventures		\$ 100.00	
Western Road Liners		\$ 1,300.00	
WIN Television		\$ 40,000.00	
Colouby Creations		\$ 100.00	
JT Cock & Son		\$ 1,700.00	
<b>TOTAL</b>	<b>\$ 144,303.00</b>		
<b>CASH AND CONTRACTED VIK TOTAL INCOME</b>	<b>\$ 644,303.00</b>		

General Manager

Mayor

<b>PARKES ELVIS FESTIVAL</b>			
<b>2015 FESTIVAL PROJECTED EXPENDITURE</b>			
		<b>ESTIMATED</b>	<b>GENERAL LEDGER / JOB COST CODES</b>
<b>EVENT INFRASTRUCTURE</b>	<b>\$ 74,700.00</b>		<b>1295-2985-0000</b>
Festival security		\$ 24,000.00	1295-0985-0100
Festival first aid		\$ 3,000.00	1295-0985-0150
Road closures		\$ 5,000.00	1295-0985-0200
Festival communications		\$ -	1295-0985-0250
Site equipment hire (generators, marquees, stage ACs, toilets, lighting, chairs, tables, umbrellas, water x 5 days)		\$ 30,000.00	1295-0985-0350
Overflow accommodation on-costs		\$ 500.00	1295-0985-0400
Public transport hire		\$ 1,200.00	1295-0985-0450
Event signage		\$ 10,000.00	1295-0985-0500
Site Cleaning		\$ 1,000.00	NEW JC
Elvis Central		\$ 1,000.00	
<b>EVENT PRODUCTION</b>	<b>\$ 82,400.00</b>		<b>1295-2986-0000</b>
<b>Venue hire</b>		<b>\$ 25,640.00</b>	<b>1295-0986-0100</b>
Feature concerts 400 tix x 4 shows @ \$9.09 per seat		\$ 14,500.00	
Sunday show 400 tix @ \$9.09 per seat		\$ 3,600.00	
UETA shows Thurs and Fri 400 tix x 2 shows @ \$9.09 per set		\$ 7,300.00	
Miss Priscilla 260 tix @ \$0.90 per seat		\$ 240.00	
<b>Ticketing fees</b>		<b>\$ 5,110.00</b>	<b>1295-0986-0200</b>
Feature concerts 400 tix x 4 shows @ \$1.81 per seat		\$ 2,900.00	
Sunday show 400 tix @ \$1.81 per seat		\$ 710.00	
UETA shows Thurs and Fri 400 tix x 2 shows @ \$1.81 per set		\$ 1,500.00	
<b>Production hire</b>		<b>\$ 51,000.00</b>	<b>1295-0986-0300</b>
Cooke Park and MSS - AV hire		\$ 20,000.00	
Miss Priscilla - AV hire		\$ 750.00	
Cooke Park - stage hire		\$ 25,000.00	
Cooke Park - dance floor hire		\$ 700.00	
Cooke Park - shade sail hire		\$ 3,600.00	
David Small - Elvis Express PA		\$ 200.00	
Wall of Fame - AV		\$ 750.00	
<b>Staging</b>		<b>\$ 650.00</b>	<b>1295-0986-0400</b>
Miss Priscilla theming		\$ 300.00	
Renewal of Vows		\$ 300.00	
Busking - photo development		\$ 50.00	

General Manager

Mayor

<b>PARKES ELVIS FESTIVAL</b>			
<b>2015 FESTIVAL PROJECTED EXPENDITURE</b>			
		<b>ESTIMATED</b>	<b>GENERAL LEDGER / JOB COST CODES</b>
<b>EVENT PROGRAMMING</b>	<b>\$ 142,350.00</b>		<b>1295-2987-0000</b>
<b>Performance fees</b>		<b>\$ 101,600.00</b>	<b>1295-0987-0050</b>
Roving precinct entertainers		\$ 4,000.00	
MC fees		\$ 1,000.00	
Welcome to Country		\$ 200.00	
Renewal of Vows celebrant		\$ 800.00	
Street Parade - band fees		\$ 3,000.00	
Miss Priscilla		\$ 1,600.00	
Free concert entertainers - Friday		\$ 4,500.00	
Free concert entertainers - Saturday		\$ 4,500.00	
Pre film entertainer - Thursday		\$ 1,500.00	
Additional professional entertainers		\$ 5,000.00	
Children's entertainment		\$ 2,500.00	
CPMS band x 4 days		\$ 7,000.00	
UETA shows Thurs and Fri 400 tix x 2 shows		\$ 20,000.00	
Feature Artist- fee payable 400 tix x 4 shows @ \$22.72 per tix		\$ 36,000.00	
Sunday night show		\$ 10,000.00	
<b>Artist per diems</b>		<b>\$ -</b>	<b>1295-0987-0100</b>
<b>Travel</b>		<b>\$ 2,500.00</b>	<b>1295-0987-0150</b>
VIPs, media, entertainers		\$ 2,300.00	
Wall of Fame fuel expenses capped		\$ 200.00	
<b>Accommodation</b>		<b>\$ 17,000.00</b>	<b>1295-0987-0200</b>
Cooke Park artists		\$ 2,000.00	
Feature Artist, Band & Crew		\$ 5,000.00	
Additional entertainers & VIPs		\$ 2,500.00	
Production crew accommodation 4 nights x 7 pax		\$ 3,000.00	
Wall of Fame 2 nights x 1 pax		\$ 500.00	
VIPs, media incl Cardinal Spin		\$ 3,000.00	
Accommodation - survey team		\$ 1,000.00	
<b>Ground transport</b>		<b>\$ -</b>	<b>1295-0987-0250</b>
<b>Prizes &amp; Gifts</b>		<b>\$ 7,250.00</b>	<b>1295-0987-0300</b>
Busking - prize money		\$ 1,550.00	
Poets Breakfast - prize money		\$ 300.00	
Tribute to Elvis - prize money		\$ 800.00	
Trophies		\$ 1,500.00	
Miss Priscilla - sashes		\$ 100.00	
Street Parade - car banners		\$ 2,000.00	
VIP and sponsor gifts		\$ 1,000.00	
<b>Event catering</b>		<b>\$ 9,500.00</b>	<b>1295-0987-0350</b>
Miss Priscilla 260 @ \$36.27		\$ 9,500.00	
<b>Event photography</b>		<b>\$ 500.00</b>	<b>1295-0987-0400</b>
Renewal of Vows photography		\$ 500.00	

General Manager

Mayor

<b>PARKES ELVIS FESTIVAL</b>			
<b>2015 FESTIVAL PROJECTED EXPENDITURE</b>			
		<b>ESTIMATED</b>	<b>GENERAL LEDGER / JOB COST CODES</b>
<b>Event printing</b>		<b>\$ 2,900.00</b>	<b>1295-0987-0450</b>
Poets' Breakfast		\$ 100.00	
Miss Priscilla		\$ 200.00	
Photography Exhibition		\$ 2,500.00	
Wall of Fame		\$ 100.00	
<b>Raffles</b>		<b>\$ 1,100.00</b>	<b>1295-0975-0600</b>
Miss Priscilla raffle prizes		\$ 800.00	
Rock the Boat ticket printing		\$ 300.00	
<b>MERCHANDISE &amp; RETAIL OUTLET</b>	<b>\$ 49,000.00</b>		<b>1295-2973-0000</b>
<b>Merchandise</b>		<b>\$ 45,000.00</b>	<b>1295-0973-0100</b>
<b>Shopfront rental</b>		<b>\$ 2,000.00</b>	<b>1295-0973-0200</b>
<b>POS software and equipment</b>		<b>\$ 500.00</b>	<b>1295-0973-0300</b>
<b>Retail signage</b>		<b>\$ 500.00</b>	<b>1295-0973-0350</b>
<b>Displays</b>		<b>\$ 500.00</b>	<b>1295-0973-0400</b>
<b>Power</b>		<b>\$ 300.00</b>	<b>1295-0973-0450</b>
<b>Bank fees and charges</b>		<b>\$ 200.00</b>	<b>1295-0973-0500</b>
<b>MARKETING</b>	<b>\$ 100,000.00</b>		<b>1295-2976-0000</b>
<b>Print Advertising and Promotion</b>		<b>\$ 8,000.00</b>	<b>1295-0976-0350</b>
<b>Television Advertising and Promotion</b>		<b>\$ 13,500.00</b>	<b>1295-0976-0250</b>
<b>Radio Advertising and Promotion</b>		<b>\$ 5,000.00</b>	<b>1295-0976-0300</b>
<b>Digital Advertising and Promotion</b>		<b>\$ 5,000.00</b>	<b>NEW JC</b>
<b>Printing</b>		<b>\$ 21,000.00</b>	<b>1295-0976-0700</b>
<b>Design</b>		<b>\$ 8,500.00</b>	<b>1295-0976-0720</b>
<b>Website redevelopment</b>		<b>\$ 6,000.00</b>	<b>1295-0976-0200</b>
<b>Branding</b>		<b>\$ 1,000.00</b>	<b>1295-0976-0500</b>
<b>Promotional signage - outdoor</b>		<b>\$ 2,000.00</b>	<b>1295-0976-0740</b>
<b>Partnership Program - retail activation</b>		<b>\$ 1,000.00</b>	<b>1295-0976-0550</b>
<b>Festival photography</b>		<b>\$ 7,000.00</b>	<b>1295-0976-0450</b>
<b>Media Engagement/Facilitation</b>		<b>\$ 16,000.00</b>	<b>1295-0976-0780</b>
<b>Accreditation</b>		<b>\$ 1,000.00</b>	<b>1295-0976-0800</b>
Lanyards		\$ 400.00	
Pockets		\$ 300.00	
Folders and stickers		\$ 300.00	

General Manager

Mayor

<b>PARKES ELVIS FESTIVAL</b>			
<b>2015 FESTIVAL PROJECTED EXPENDITURE</b>			
		<b>ESTIMATED</b>	<b>GENERAL LEDGER / JOB COST CODES</b>
<b>Misc Marketing Activities</b>		<b>\$ 5,000.00</b>	<b>NEW JC</b>
<b>SURVEYS AND RESEARCH</b>	<b>\$ 4,000.00</b>		<b>1295-2977-0000</b>
Subscriptions		\$ 300.00	1295-0977-0100
External survey provider		\$ 3,500.00	1295-0977-0200
Survey prize and promotion		\$ 200.00	1295-0977-0300
<b>ADMINISTRATION</b>	<b>\$ 11,000.00</b>		<b>1295-2978-0000</b>
Elvis Presley Enterprises Inc - licensing 2016-2017		\$ 7,000.00	1295-0978-0100
Event licensing (music, film)		\$ 2,000.00	1295-0978-0200
Event insurance		\$ -	1295-0978-0300
Development applications		\$ 400.00	1295-0978-0400
Storage shed hire		\$ 1,400.00	1295-0978-0850
Inventory management		\$ 200.00	1295-0978-0900
<b>VOLUNTEERS</b>	<b>\$ 5,850.00</b>		<b>1295-2979-0000</b>
<b>Volunteer program</b>		<b>\$ 4,350.00</b>	<b>1295-0979-0100</b>
Shirts and hats 125 pax @ \$28		\$ 2,750.00	
Volunteer bags		\$ 600.00	
Thankyou event		\$ 1,000.00	
<b>Donations</b>		<b>\$ 1,500.00</b>	<b>1295-0979-0500</b>
Donations (Camera Club, SES, Salvation Army band @ \$500)		\$ 1,500.00	
<b>CLIENT/SPONSOR SERVICING</b>	<b>\$ 4,000.00</b>		<b>1295-2980-0000</b>
Miss Priscilla VIP meals		\$ 400.00	
Riders		\$ 750.00	
Sponsors reception		\$ 1,000.00	
Complimentary VIP / sponsor / media tickets		\$ 1,850.00	
<b>SALARIES</b>	<b>\$ 77,000.00</b>		<b>NEW GL</b>
Coordinator salary \$70K and on-costs		\$ 77,000.00	
<b>TOTAL EXPENDITURE</b>	<b>\$ 550,300.00</b>		



General Manager



Mayor

## 17.4 (DTCS) Parkes Elvis Festival 2016 Consolidation Plan

**Prepared By:** Festival Director

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### Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the Local Government Act 1993 and Council's Code of Meeting Practice, which permits the meeting to be closed to the public for business relating to the following: -

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

### Executive Summary

Consideration of the short-term consolidation of Festival events and infrastructure in 2016 is now required, with the view to supporting the Festival's long-term strategic growth.

### Background Information

Following comprehensive feedback on the 2015 Festival, the established use of Council and other resources, and the public response to new events and precincts, consideration of the undertaking and operations of Festival events and infrastructure is now required in order to support and assist with immediate programming and operational planning for the 2016 Festival. Consolidation is to be undertaken with the view to supporting the Festival's long-term strategic growth.

The Elvis Festival 355 Committee was unable to meet on Wednesday 15 April 2015 for want of a quorum. There are matters in the plan that require consideration urgently as they are time sensitive and therefore this matter has been referred to the full Council.

### Legislative or Policy Implications

Nil.

### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: 6. Enhance Recreation and Culture

- 6.4.3 Provide opportunities for all to experience cultural activities

Predicted positive effect / opportunity for the Delivery Program: *Excellent*

Tourism is an important industry for the Parkes Shire with local events stimulating the economy, it is estimated the Parkes Elvis Festival contributes in excess of \$9 million.

Predicted negative / challenge to the Delivery Program: *Minor*

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General Manager

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Mayor

### **Quadruple Bottom Line**



*Economic* ★★★★★



*Social* ★★★★★



*Environmental* ★★★★★



*Civic  
Leadership* ★★★★★

### **Budget & Financial Aspects**

General Festival Operational Budget.

### **Recommendation**

1. That the Council endorse the Consolidation Plan for the 2016 Parkes Elvis Festival including the recommendations contained therein.

### **Report**

The Festival has collated comprehensive feedback on the 2015 event obtained through written public feedback, the community feedback night, portfolio holder debriefs and multiple internal Council debriefs.

Through these channels and through on-site observations during event delivery, the Festival has been able to gain insight into the response and uptake to key Festival venues and activities by internal and external stakeholders, and to identify those areas of deficiency due to lack of resources, lack of uptake or deficiency in deployment.

The Festival has now been able to establish the maximum availability and application of existing Council human, material and financial resources as well as the external human, material and financial resources that are required to deliver a successful, entertaining and safe high-prolife event of international standard.

Programming and infrastructure planning for the 2016 Festival is now at the forefront of Festival operations. In order to proceed with accurate information and in a cost-effective manner, information and feedback obtained from the 2015 delivery must now contribute to the consolidation of plans for the 2016 Festival. This necessitates a review of certain areas that may be identified as unsustainable in their current format. Review and consolidation must be undertaken with the view to supporting the Festival's long-term strategic growth.

The areas under review in the 2016 Consolidation Plan are:

- ☐ Festival Boulevard
- ☐ Memphis Satellite Stage and CBD Markets
- ☐ Keast Park Temporary Car Park
- ☐ Cooke Park Main Stage
- ☐ Gospel Service venue

The 2016 Consolidation Plan outlines the activities undertaken in each area, the strengths and weaknesses of the area and its activities, and recommendations for consolidation and development of the area and its activities for the 2016 Festival with the view to long-term strategic growth.

General Manager

Mayor

## Attachments

1. 2016 Consolidation Plan

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General Manager



Mayor



## 2016 Consolidation Plan

The Festival collated comprehensive feedback on the 2015 event obtained through written public feedback, the community feedback night, portfolio holder debriefs and multiple internal Council debriefs. Through this process, the Festival has been able to gain insight into the response and uptake to key Festival venues and activities by internal and external stakeholders, and to identify those areas of deficiency due to lack of resources, lack of uptake or deficiency in deployment.

Following the first year of event delivery under Council management, the Festival has been able to establish the maximum availability and application of existing Council human, material and financial resources as well as the external human, material and financial resources that are required to deliver a successful, entertaining and safe high-prolife event of international standard.

Programming and infrastructure planning for the 2016 Festival is now at the forefront of Festival operations. In order to proceed with accurate information and in a cost-effective manner, information and feedback obtained from the 2015 delivery must now contribute to the consolidation of plans for the 2016 Festival. This necessitates a review of certain areas that may be identified as unsustainable in their current format.

The areas under review in the 2016 Consolidation Plan are:

- Festival Boulevard
- Memphis Satellite Stage and CBD Markets
- Keast Park Temporary Car Park
- Cooke Park Main Stage
- Gospel Service venue

Review and consolidation must be undertaken with the view to supporting the Festival's key long-term objectives and strategic growth as outlined within the draft 2016-2020 Strategic Plan currently under development.

### Key Long-term Objectives

The key long-term objectives of Parkes Elvis Festival are:

- **Entertainment** - to provide fun and entertainment through quality programming and event delivery
- **Community benefit** - to ensure sustained economic return to the community and region through increased tourism
- **Development** - to ensure the Festival's financial sustainability, with profits reinvested towards ongoing program and infrastructure development
- **Longevity** - to maintain current audiences and develop new audiences to ensure the sustainability of the Festival for a further two decades

A stylized, handwritten signature in black ink, likely belonging to the General Manager.

General Manager

A handwritten signature in black ink, likely belonging to the Mayor, which appears to read "Ken Keith".

Mayor

### The Longterm

Several key developments occurred in the 2015 season that will inform the future strategic growth of the Festival:

- New management and delivery under Parkes Shire Council
- Endorsement by Elvis Presley Enterprises Inc
- Funding support from Destination NSW
- Unprecedented audience attendances
- Unprecedented marketing and media campaign exposure

#### Parkes Shire Council

The management and delivery of the Festival under a Section 355 committee as a function of Council ensures administrative stability and basic yet limited human, material and financial resources to deliver the Festival annually. The Festival budget stands outside the main Council budget and does not receive additional financial assistance: the Festival is a self-sufficient enterprise with profits to be returned to the development and growth of the Festival.

As the Festival continues to grow, additional staff will be required to operate the Festival and increase its revenue streams year-round. Currently the Festival operates with one staff member and a volunteer staff of more than 20 portfolio holders and assistants. While this arrangement is sustainable in the short term, the volunteer staff is an ageing population and as such many will step down in the foreseeable future and additional professional staff or professional contractors will be required to coordinate multiple events. Furthermore, the sole staff member requires immediate full-time assistance in coordinating the event year-round.

Additional staff costs are to be allocated from the Festival's operating budget. Increasing overheads will therefore necessitate a substantial long-term increase in revenue derived through ticket sales, sponsorships, funding, merchandise sales, accommodation programs and advertising sales. In the short-term, certain financial measures will need to be taken to ensure income and expenditure remain stable until these revenue streams can be further developed. Immediate stability can be achieved through the consolidation of existing events and infrastructure in 2016.

#### Elvis Presley Enterprises Inc

The Festival has entered into an endorsement agreement with Elvis Presley Enterprises Inc (EPE). Under the terms of endorsement the Festival has a responsibility to deliver events of international quality with a strong focus on maintaining the memory of and respect for Elvis Presley.

Endorsement brings with it long-term exposure to worldwide audiences through EPE's networks of fan clubs and social media reach. Further opportunities exist to connect with EPE-endorsed talent who may appear at Parkes in the future. EPE's endorsement also brings the ability to market the Festival in a more purist vein, with a strong focus on images of Elvis Presley rather than existing images of patrons dressed as Elvis. The Festival and EPE are currently in liaison over the content and shape of the Festival's ongoing program.

In the short term, the partnership with EPE requires constant liaison and management as the Festival transitions its image and programming to EPE requirements. This increases the burden of work on the Festival staff member. The Festival does seek to improve the image of the Festival and the quality of events on offer, and the Festival recognises the need to engage with the local community as well as new and returning sponsors and funders on the terms of endorsement.



General Manager



Mayor

#### **Destination NSW**

In 2015 the Festival received funding support from Destination NSW with a view to ongoing future support. Through this alignment the Festival has a responsibility to deliver a world-class destination event that can be packaged and sold in the national and international tourism marketplace.

Destination NSW's primary interest is ensuring high visitation to the state of New South Wales through effective tourism marketing and packaging. Under the terms of funding support, Destination NSW incorporates the Festival into its advertising campaigns to drive visitation to New South Wales and thereby to the Festival. Destination NSW's support ensures the Festival receives high-end promotion in key national and international marketplaces and adds prestige to the Festival by situating it among the top events that take place in the state, confirming its status as a destination event.

In funding the Festival, Destination NSW expects to see an increase in visitor numbers to the Festival, the development of short-stay and temporary accommodation to cater for increasing attendances, and quality programming and delivery of events worthy of the international marketplace. Funding support from Destination NSW is currently directed towards the development and improvements of accommodation facilities and amenities, international endorsement arrangements such as that with EPE, and strategic intrastate and interstate marketing.

#### **Unprecedented audience attendances**

Sustained increased audience visitation to Parkes is vital for both the Festival's and the community's economic survival. In 2015 the Festival attracted an estimated 20,000+ people to Parkes. This figure represents significant growth on 2014 (15,000).

The increase in visitors did not negatively impact on the total availability of accommodation in Parkes or surrounding towns. Accommodation almost reached capacity in Parkes: a small number of registered Home Hosting houses remained unfilled. However, for the first time accommodation in Forbes almost reached capacity, indicating an audience shift away from Parkes to surrounding towns that feature hospitality services and entertainment venues.

It is anticipated Parkes will reach the natural ceiling for the provision of accommodation in the near future. Some sports fields and areas remain open to temporary development. Alternative accommodation such as "glamping" may be sourced. Other temporary alternatives such as demountables and container accommodation may also be considered in order to retain visitors in Parkes over the duration of the Festival.

In 2015 additional transport services operated, however these began to show signs of strain from demand. Additional transport services may need to be developed in the immediate short-term with support from funders and other regional councils, with a view to long-term service operations.

With significant audience growth comes the need to provide more quality entertainment. In 2015, the six Festival-produced shows sold out in advance. New Parkes venues may be needed to be developed in order to supply more Festival-produced entertainment in Parkes in order to increase the Festival's revenue streams by keeping audiences in town. The additional revenue would in turn support rapid audience, accommodation and program growth.



General Manager



Mayor

**Unprecedented marketing and media campaign exposure**

In 2015, the Festival's international and domestic exposure increased through strategic investment in marketing and publicity. The key objective behind the Festival's marketing and media strategy is to retain existing audiences while developing new audiences in younger demographics, in particular those aged 18-44 years.

The 2015 marketing and media strategy was demonstrably effective, with 20% of attendees falling into this younger demographic, a 5% increase on previous years. Younger attendees arrive at the Festival with different expectations of quality and experience than those in the senior, return-visitation demographics (predominantly 60+). Therefore the quality and diversity of entertainment, accommodation, hospitality and overall atmosphere will need to be improved in order to ensure repeat visitation by discerning new demographics.

**Recommendations**

The following recommendations outline the immediate short-term consolidation strategy for 2016 in line with the long-term key objectives of the Festival as outlined in the draft 2016-2020 Strategic Plan currently under development. The recommendations across identified areas have been undertaken with consideration to ensure:

- The financial stability of the Festival in a major period of exponential growth and development
- The transition to quality programming and delivery of an international standard, incorporating the shift in the imagery and profile to focus on Elvis Presley
- Audience development across demographics, and increasing new and repeat visitation through quality events, accommodation, hospitality and atmosphere
- The community and region continue to benefit from increased tourism during the Festival.

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General Manager

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Mayor

## Festival Boulevard

### Activities undertaken in 2015

- A Section 68 application was sought for the implementation of the road closures and the activation of the precinct.
- The Festival Boulevard road closures operated from Friday 7am to Sunday 9am (reopening earlier than anticipated due to inclement weather).
- The closure incorporated Clarinda Street from Short Street to Bushman Street, Church and Court Streets to Jansen and McGees Lanes, Browne Street (disability drop-off zone) and Pholeros Lane.
- The Memphis Satellite Stage was located in Church Street east and a selection of markets operated in Church Street west on the Friday and Saturday.
- An Outdoor Dining and Trading Program was developed to encourage businesses to trade out onto the street to engage with passing clientele.
- The Busking Competition and the Street Parade were able to proceed without impediment.

### Strengths

- The Festival Boulevard benefitted local businesses, especially through the Outdoor Dining and Trading Program
- Compliments were received about the road closures that enabled safe pedestrian movement through the CBD

### Weaknesses

- Feedback that the extent of the road closure was too long (Bushman to Short St)
- Feedback that the duration of the road closure was too long (Friday 7am to Sunday 9am)
- Feedback that the precinct looked abandoned, especially on the approach out of Cooke Park heading north into the CBD past the Leagues Club
- Disappointing uptake in businesses trading out under the Outdoor Dining and Trading Program
- There were safety issues around disability access (the sloping, unsheltered drop-off zone on Browne Street) and loss of handicapped car spaces in CBD
- The road closure zone was flouted by motor vehicles thereby putting the public at risk; the road barriers did not ensure the security of the zone and therefore the safety of pedestrians
- There was perceived limited use of the closed roadway by pedestrians on the Friday due to a lack of awareness that the road was open to pedestrian use
- General feedback on a perceived lack of atmosphere and substantial audience flow through closure precinct, with little activity in the section from Church Street to Bushman Street
- There was no opportunity for vintage cars to cruise Clarinda Street due to closure



General Manager



Mayor

#### Recommendations

- That the extent and duration of the Clarinda Street road closure be reduced, with the closure in place from Short Street to the Church Street roundabout, incorporating the closure of Court Street up to Jansen and McGees Lanes, Browne Street and Pholeros Lane from Friday 7am to Saturday 6pm.

#### Strengths of recommendation

- Outdoor Dining and Trading Program available to businesses within the road closure from Friday 7am to Saturday 6pm
- Activate the roadway closure zone under the Section 68 with quality live street entertainers daily
- Retain Busking competition under the Section 68 on pavements and possibly on roadway

#### Weaknesses of recommendation

- The closures restrict the ability for cars to cruise and park in Clarinda Street from Friday 7am to Saturday 6pm
- The closures restrict disability access to the main street and Parkes Leagues Club from Friday 7am to Saturday 6pm



General Manager



Mayor

### Memphis Satellite Stage & CBD Markets

#### Activities undertaken in 2015

- The Memphis Satellite Stage was due to operate from 9am to 8pm Friday and 12pm to 8pm Saturday in Church Street east. Due to the delay in the stage build and associated venue infrastructure, the stage operated from 11am to 6pm Friday and 12pm to around 5pm Saturday when wet weather set in.
- The stage was due to showcase the buskers, who were to sign up for slots as they registered in the busking competition at Elvis Central. The CBD markets operated for the same hours.

#### Strengths

- The Memphis Satellite Stage provided the opportunity to extend the entertainment offer and activated the precinct as per the conditions of the Section 68
- The CBD Markets extended the markets offer from Cooke Park and activated the precinct as per the conditions of the Section 68

#### Weaknesses

- Buskers were not encouraged to sign up for the stage and therefore the schedule was bare.
- The amateur performers did not attract crowds, however the professional performer attracted people to the stage.
- The stage and audience were both exposed to the elements.
- The CBD markets closed early and did not enjoy strong patronage as the markets were insubstantial. While the objective was to activate the road closure, patrons tended to walk the length of Clarinda Street to see the shops and activities before returning to Cooke Park or other venues.
- A significant amount of time, money and manpower was spent developing and operating the stage and markets with no financial return to the Festival or Council.

#### Recommendations

- That the Memphis Satellite Stage and CBD markets do not operate in 2016. The time, money and manpower spent on the CBD stage and markets could be directed to improving existing venues and events such as the Cooke Park Main Stage rather than overextending and offering a less than quality product.
- That roving street performers be employed who do not require any infrastructure and who will complement the busking competition already on offer while fulfilling the activation requirements of the Section 68.
- That the concept of a second stage be revisited in future years once current events and infrastructure have been consolidated and additional staff resources integrated into the Festival unit.
- That a better location for the second stage be sought that incorporates shelter for the performers and the audience alike.



General Manager



Mayor

### Keast Park Temporary Car Park

#### Activities undertaken in 2015

- The Keast Park temporary car park was established to offset the loss of approximately 120 car spaces within the Festival Boulevard road closure.
- The car park operated from Friday 8am to 8pm and Saturday 8am to 8pm and was manned by SES volunteers.
- The Festival-paid free shuttle service operated every 20 minutes between Keast Park, Cooke Park and the CBD during car park opening hours.
- Council crews set up and packed down the site including laybacks, site signage, directional street signage, temporary bus stops and nightline.

#### Strengths

- The temporary car park fulfilled the requirements of the CBD street closure.
- The car park was built at relatively low cost.

#### Weaknesses

- Public uptake was lacklustre, with limited usage reported; increased parking around the CBD vicinity was observable on the peak day Saturday during the Street Parade.
- The expense of the bus shuttle service could have been used more productively.
- Insufficient use of SES and Council human and material resources with no financial return to the Festival or Council.

#### Recommendations

- That the Keast Park temporary car park does not operate in 2016 until quantifiable evidence suggests that additional car parking is required, i.e. that the streets immediately around the CBD are too congested during the 2016 Festival and the Festival receives public complaints.
- That the investment in the Keast Park shuttle service be redirected towards the delivery of a HPC-Dish service for paying customers from Friday through to Sunday. Possibly inquire with the Dish as to cost-share arrangement. Possibly extend the service as part of an increased public transport schedule to operate morning and evening services to Peak Hill.



General Manager



Mayor

### Cooke Park Main Stage

#### Activities undertaken in 2015

- The 2015 Cooke Park Main Stage operated Thursday evening 6pm to 10.30pm, Friday 10am to 10.30pm, Saturday 10am to 8.30pm when wet weather closed the stage early.
- The Stage remained closed on Sunday due to inclement weather.
- Cooke Park Main Stage hosted one new event in 2015: the outdoor cinema on Thursday night, with a professional juggler preceding the screening.

#### Strengths

- The Cooke Park Main Stage remains the most patronised venue of the Festival.
- The stage enjoys the flexibility of being a platform for entertainers and speeches, a dance space and a cinema space.

#### Weaknesses

- Endorsement by EPE and Destination NSW brings with it responsibility to improve the quality of the Cooke Park Main Stage free programming and event delivery
- The 2015 programming was similar to previous years' entertainment, risking the loss of audience and reputation through repetitive programming
- The stage did not withstand the weather and the temporary shade sails were structurally unsound
- Sponsor signage could not be displayed due to exposure to the elements on stage
- Backstage and side-of-stage areas require clear demarcation between the public viewing area and Festival operations for safety and ease of movement
- The new dance floor was deemed as unsafe as the previous dance floor

#### Recommendations

- That the current program schedule remains for 2016 however the stage be professionally stage managed, allowing the portfolio holder and volunteers to coordinate registrations and talent without undertaking the stage delivery
- That a new stage and AV supplier be approached to deliver a superior stage and production package, including full production crew and PA wings featuring digital screens for sponsor acknowledgements
- That the investment in anchored shade sails be investigated immediately with a view to implementation in time for January 2016
- That the Main Stage site set-up be reviewed to demarcate front-of-house and backstage operations, allowing for safe passage of movement for talent, crew and staff
- That the dance floor be removed and rock'n'roll dancing be moved from the stage to another venue where spectators can see the activity



General Manager



Mayor

### Gospel Service venue

Activities undertaken in 2015
<ul style="list-style-type: none"><li>The Gospel Service was held from 8am Sunday morning in the Big W Undercover Car Park and enjoyed capacity attendance despite inclement weather.</li><li>The 2015 Gospel Service was the final event to be coordinated by the Uniting Church.</li></ul>

Strengths
<ul style="list-style-type: none"><li>The Gospel Service remains one of the most popular events in the Festival program</li></ul>
<ul style="list-style-type: none"><li>From 2016 the Gospel Service is transitioning to new organisers, Crispin Promotions Management in association with Parkes Ministers' Association</li></ul>
<ul style="list-style-type: none"><li>The new organisers have requested to relocate the service to the Cooke Park Main Stage in order to make use of the infrastructure already in place</li></ul>

Weaknesses
<ul style="list-style-type: none"><li>Council currently employs staff across three days to clean the Big W car park, supply sandbags, collect and deliver the chairs from the high school to venue, implement and police the traffic management plan during the event, and collect and return the chairs to the high school</li></ul>
<ul style="list-style-type: none"><li>Council currently pays for and arranges the supply of additional amenities to the Big W site</li></ul>
<ul style="list-style-type: none"><li>The Festival currently cannot obtain quality images of the event for marketing and promotional purposes due to the existing venue/location</li></ul>

Recommendations
<ul style="list-style-type: none"><li>That the Gospel Service be moved to Cooke Park Main Stage in order to take advantage of the Festival-paid production and venue infrastructure that currently remains dormant until 10am on Sundays</li></ul>
<ul style="list-style-type: none"><li>That by moving the event to the Main Stage the Festival and Council reduce overhead expenditure on excess infrastructure and staffing requirements</li></ul>
<ul style="list-style-type: none"><li>That by moving the event to the Main Stage there is opportunity to capitalise on the crowd present to support the Cooke Park Markets as well as the Renewal of Vows Ceremony</li></ul>
<ul style="list-style-type: none"><li>That by moving the event to the Main Stage no traffic management plan or additional amenities would be required and the Big W car park would be free for event parking</li></ul>
<ul style="list-style-type: none"><li>That by moving the event to the Main Stage quality images and footage of the event may be obtained for marketing and publicity purposes</li></ul>
<ul style="list-style-type: none"><li>In the event of wet weather Parkes Leagues Club has offered the auditorium with a room capacity of 700 pax</li></ul>



General Manager



Mayor

## 17.5 (DES) CENTROC Contract - Supply of Fuel

**Prepared By: Director Engineering Services**

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### Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993 and Council's Code of Meeting Practice, which permits the meeting to be closed to the public for business relating to the following: -

- (d) commercial information of a confidential nature that would if disclosed:
  - (i) prejudice the commercial position of the person who supplied it

Tender details, should they be revealed, may result in commercial disadvantage to parties involved in the tender process. Tenderers have provided sensitive information about their operations in the confidence that their details will not be made public by council. The practice of publication of sensitive information provided by tenderers could result in the withholding of such information by tenderers and reduction in the provision of information relevant to council's decision.

### Executive Summary

In 2013, tenders were called through CENTROC Supply Team for the supply of fuel. Council, at its meeting held 6 August 2013 resolved to accept the tender from Reliance Petroleum for a two (2) year term with the possibility of a 12 month extension.

### Background Information

Parkes Council's Store Team has dealt with Reliance Petroleum for a considerable time and have found the service provided to be satisfactory.

### Legislative, Policy & Management Planning Implications

Tendering requirements are prescribed in the Local Government Act 1993 and Local Government (General) Regulation 2005.

### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: *Function 7: Procurement*

Predicted positive effect / opportunity for the Delivery Program: *Good*

Participation in the Centroc Supply of Fuel Contract will facilitate compliance with the Local Government (General) Regulation 2005.

Predicted negative / challenge to the Delivery Program: *Minor*

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General Manager

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Mayor

Using the Centroc Contract may incur a fee to Centroc of 10% of the total savings.

### **Quadruple Bottom Line**



*Economic* ★★★★★



*Environmental* ★★★★★



*Social* ★★★★★



*Civic  
Leadership* ★★★★★

Utilisation of the contract has positive implications for Council and Council's support of CENTROC.

### **Budget & Financial Aspects**

Council uses approximately 30,000 litres of diesel per month, of which half is delivered to various work sites across the Shire. There are on average approximately 12-15 deliveries across the Shire per month. Council's Current expenditure on fuel (predominantly diesel) is over \$500,000.

Savings are anticipated to Council's expenditure on fuel through participation in the CENTROC Contract.

### **Recommendation**

1. That Council grant a 12 month extension of the CENTROC contract for the supply of fuel to Reliance Petroleum.

### **Attachments**

Nil.

General Manager

Mayor